

Director of State and Legislative Affairs

The Director of State and Legislative Affairs represents CAFE in the state legislative and political arena to address issues concerning English learners. This position works closely with CAFE's legislative advocate and the CEO.

CAFE Board Applicant Required Qualifications: (According to CAFE Bylaws)

- Be at least 21 years of age.
- Support CAFE's vision and mission.
- Maintain regular membership for at least one full year immediately preceding the application deadline.
- In the case of the Director of State and Legislative Affairs, the nominee must have knowledge of the legislative process.

Preferred Qualification:

- It is preferred that the nominees have some connections or ties with advocacy groups, state legislators, and the governance of the state education department.

Responsibilities (According to CAFE Bylaws)

- Establish and maintain ties between state educational agencies, the state legislature, and the Board of Directors.
- Serve as an advocate for the Board and the association before these bodies.
- Coordinate attendance and participation at state-level meetings with CAFE staff and consultants.
- Facilitate monthly meetings with the Board Legislative Committee.

Essential Duties and Expectations

- Support CAFE's vision and strategic plan.
- Maintain updated on all legislative activity for the association and its membership in relation to English learners, culturally diverse students, and biliteracy programs.
- Testify before legislative bodies and support the recruitment of others to do so.
- Coordinate and contribute to urgent legislative action issues.
- Attend all board meetings and the annual conference.

- Network with other advocacy organizations and partners.
- Work with other board members when legislation and policies affect their positions and constituencies.
- Fund development and actively support CABE's fundraising activities and goals.