



## **NM STATE OFFICE OF AFRICAN AMERICAN AFFAIRS PUBLIC POLICY FELLOW JOB DESCRIPTION**

The NM State Office of African American Affairs, a state agency committed to “Improving the Lives of African Americans in NM” is seeking applications for a two-year full-time Public Policy fellowship, exploring the impact of the COVID pandemic on the NM Black/African American communities and recovery efforts.

We are seeking applications from current students or recent graduates in Public Policy, Public Administration, Social Work, Epidemiology, Economics, Sociology, Public Health, Sociology, or related field of study. Candidates should have a commitment to building the capacity of the Black/African American communities’ knowledge and access to resources created by public policy; demonstrated involvement in anti-racism advocacy/activism; and understanding of racial equity practices.

About Office of African American Affairs:

The State Office of African American Affairs (OAAA) was created by NM State statute (HB 909) in 1999. The mission is to study, identify, and provide change by means of support, advocacy and resources relevant to the African American community. OAAA has a focus on the pillars of economics, education and health, providing a broad range of activities that are culturally specific for and about the NM Black/African American communities.

The Public Policy Fellow’s primary responsibilities include:

- Provide policy analysis on select policies with a health impact assessment/racial impact assessment format
- Researching and writing articles, reports, and policy analysis specific to the impact of the pandemic specific to NM Black/African American communities and the recovery efforts
- Producing and distribute Black/African American specific policy advocacy materials
- Liaison with state and local agencies, philanthropic organizations, and social service organizations to determine pandemic recovery programs
- Develop and execute issue-specific events and activities to promote access to pandemic recovery
- Participate in pandemic recovery government initiatives

The fellow will receive a full-time salary of \$50,000 and state personnel benefits for a two-year period.

To apply for the fellowship, provide:

- Resume or Curriculum Vitae
- Short (1,000 words max) statement of interest describing professional goals and topics of interest, ways that the fellowship can advance professional goals, commitment to a two-year fellowship and hopes for supervision and coaching in the fellowship
- Writing sample that demonstrates capacity to fulfill the role of fellow

Submit Applications to:

Amy Whitfield, Director

[Amy.Whitfield@state.nm.us](mailto:Amy.Whitfield@state.nm.us)