



Job Title: Going Home Coalition Manager (full time)

Location: Remote (Illinois residency required)

Term: grant-funded role through June 30, 2026, with potential for renewal pending funding and performance

Position Overview

The Arc of Illinois is hiring a full-time, one-year **Going Home Coalition Manager** to support and advance the advocacy efforts of the **Going Home Coalition** — a network of people with intellectual and developmental disabilities (I/DD), families, and community organizations working to transform Illinois' disability service system into one that is truly person-centered, community-based, and responsive.

This role will focus on strengthening the Coalition's structure, deepening engagement with members, supporting self-advocates and families in systems-change advocacy, and working closely with partners and decision-makers across the state. The position plays an important role in advancing statewide strategies to ensure people with I/DD have the opportunity to lead full lives in their communities.

This position is part of a broader statewide effort and functions in coordination with the team at The Arc of Illinois. The Manager will be supervised by the Executive Director and is expected to work collaboratively across programs while maintaining the Coalition's distinct voice and purpose. Travel within Illinois may be required.

In exchange for your expertise, The Arc offers the following **COMPANY PAID BENEFITS** for employees:

- **Two weeks** (10 days) **vacation**
- **Two weeks** (10 days) **sick**
- **Twelve Paid Holidays**
- **Medical (choice of two plans)** (Company pays 85% of premium)
- **Dental** (100% of employee premium, 80% of dependents')
- **Vision Insurance** (100% of employee premium, 80% of dependents')
- **Group Life and AD&D** (100% of employee premium)
- **Long Term Disability** (100% of employee premium)
- **Company Match** for 403b Retirement Participants

Company Overview:

The Arc of Illinois is a statewide advocacy organization dedicated to empowering people with intellectual and developmental disabilities (I/DD) to lead full lives in their communities. We work alongside individuals, families, and service providers to promote inclusion, advance disability rights, and ensure access to the supports people need to thrive.

We're a small but mighty team that believes in showing up with purpose, compassion, and integrity — and we're looking for someone who shares those values. To learn more, please visit our website: www.thearcofil.org.

Responsibilities:



Coalition Building & Engagement

- Host **10 virtual Going Home Coalition meetings annually**, featuring a range of topics including advocacy, policy updates, and best practices in community living.
- Organize up to **4 additional meetings or regional gatherings** (virtual or in-person) to expand participation and support diversity, equity, and inclusion.
- Manage and maintain **membership and legislative contact lists**, ensuring strong outreach infrastructure.
- Promote and support the engagement of **volunteers, self-advocate speakers, and paid advocates**, including assigning clear responsibilities.

Advocacy & Legislative Outreach

- Plan and coordinate:
 - **District-level meetings with legislators** (in-person or virtual) during legislative recess.
 - **One annual advocacy trip** for staff and self-advocate leaders.
 - The Coalition's role in **Advocacy Day** and other relevant statewide events.
- Facilitate advocacy events and training focused on:
 - Critical advocacy issues and legislative priorities
 - State Developmental Center (SODC) transition efforts
 - Housing solutions and Medicaid waiver access
 - Spanish-language outreach and inclusive organizing

Education & Systems Change

- Share timely updates and educational content on:
 - Illinois' developmental disabilities system
 - DDD/IDHS initiatives and updates
 - Successful models of deinstitutionalization and community integration
 - National best practices and lessons learned from other states
- Connect with **SODC residents and families** to provide information and support related to community transitions.
- Gather and amplify stories from **self-advocates, siblings, and parents** to inform and inspire Coalition messaging.

Communications & Digital Strategy

- Keep the **Going Home Coalition website** current with resources, updates, and event information.
- Collaborate with **media and sound consultants** to develop impactful digital content for advocacy, storytelling, and outreach.

Planning, Research & Reporting

- Research and compile best practices in waiver access, housing, and community living.
- Track outcomes and contribute to reports to support grant deliverables and strategic goals.
- Coordinate with partners to ensure consistency and connection across Coalition efforts and broader advocacy initiatives.

**Qualifications:**

- Ability to **work independently** while remaining connected to team goals and accountability structures.
- Experience supporting or working alongside **self-advocate leaders, people with disabilities, or family advocates**.
- Background in **policy, systems change, advocacy**, or disability services in Illinois preferred.
- Skill in **outreach, education, training**, and community engagement.
- Strong **written and verbal communication skills**.
- Comfort using **virtual platforms, digital tools, and social media** for meetings and public engagement.
- **Lived experience with disability** and/or demonstrated commitment to access and inclusion is strongly preferred.
- Must be able to **travel periodically throughout Illinois** for in-person events and outreach.
- This is a **remote position** with flexibility, though regular virtual meetings and occasional in-person travel are required.
- The Manager will be **supervised by the Executive Director** and will work closely with staff and collaborators across advocacy programs.

Salary Range:

\$50,000 - \$56,000, commensurate with experience

To Apply: If you have a passion for advocating for individuals with intellectual and/or developmental disabilities, then we'd love to speak with you! Please email your resume and a cover letter detailing your experience and why this mission speaks to you to hr@thearcofil.org, and reference the job title in the subject line.

The Arc of Illinois is an equal opportunity employer.