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# National Governors Association

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Head of Government Relations & Advocacy

**2019**

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## The Organization

<b>Company</b>	National Governors Association
<b>Year Founded</b>	1908
<b>Employees</b>	100+
<b>Website</b>	<a href="http://www.nga.org">http://www.nga.org</a>
<b>Company Overview</b>	<p>The National Governors Association (NGA) is the bipartisan organization of the nation's governors. Through NGA, governors share best practices, speak with a collective voice on national policy and develop innovative solutions that improve state government and support the principles of federalism.</p> <p>The mission of the NGA Advocacy division is to ensure governors' collective views are represented in the shaping of federal policy. NGA policy positions, reflecting governors' principles on priority issues, guide the association's efforts to influence federal laws and regulations affecting states. NGA Advocacy ensures that governors' views are represented to Congress and the Executive Branch on a range of issues of importance to the states.</p>

## The Position

<b>Position Title</b>	Head of Government Relations & Advocacy
<b>Location</b>	Washington, DC
<b>Reports To</b>	Executive Director, Bill McBride
<b>Team</b>	Approximately a dozen government affairs professionals
<b>Responsibilities</b>	<p>NGA is seeking an experienced professional for the position of Head of NGA Government Relations and Advocacy who will report directly to the Executive Director and manage a team that advocates for governors' policy positions and advances the interests of the states. S/he will:</p> <ul style="list-style-type: none"> <li>• Provide opportunities for governors and their representatives to affect state/federal policy;</li> <li>• Lead a team of government affairs professionals to organize, strategize, plan and execute advocacy activity on behalf of the association;</li> <li>• Manage the NGA relationship with governors' representatives, both locally and in the states;</li> <li>• Build and manage a team of advocates who lobby for the interests of governors and the states;</li> </ul>

- Develop, nurture and expand relationships with senior Congressional leadership – including the Speaker of the House, and in both Chambers, the Majority Leaders, Minority Leaders and other relevant members of leadership teams;
- Develop ways to track and organize information on effectiveness and outcomes on state and federal policy issues;
- Guide the work on the issues of importance to the governors through the structure of the five NGA policy committees: Economic Development and Commerce, Education and Workforce, Health and Human Services, Homeland Security and Public Safety and Natural Resources;
- Obtain and manage state/federal relations consultants for short-term projects as appropriate;
- Coordinate and meet with Members, Senators and their staffs to inform and assist them on issues of importance;
- Coordinate and meet with officials in the Administration on challenges of the states to ensure productive policy outcomes;
- Monitor legislation of importance to the governors;
- Direct the preparation of issue briefs, hearing summaries, gubernatorial testimony and other materials on topics of interest to states, the governors and their representatives;
- Manage and coordinate electronic distributions of NGA communications and committee notifications; and
- Identify key state policy issues and opportunities for NGA to track and share to have an early and continuous impact on policy and legislation.

## The Person

### Pivotal Experience & Expertise

The successful candidate will have:

- **Deep Washington Experience:** A minimum of 10 years of Congressional and/or government relations experience in Washington, with a strong network of relationships; senior staff experience on Capitol Hill preferred; significant knowledge of Congress, congressional processes and executive agencies and regulatory processes.
- **Management Experience:** Experience effectively building, developing, and managing teams.
- **Demonstrated Strategic Approach:** Track record of directing, planning and executing multifaceted advocacy campaigns; the interpersonal and organizational skills to align various stakeholders on specific goals or initiatives.
- **State-Level Exposure:** Experience engaging with state officials; strong knowledge of the state-federal relationship.

**Culture & Fit**

- **Bipartisan Approach:** Ability to develop and maintain high-level relationships with leadership in both parties with a record of bipartisan work.
- **Stature and Gravitas:** Strong oral and written communications skills; the presence to effectively communicate with Governors and other senior leaders.
- **Mission Orientation:** Interest in NGA's mission of serving as the voice for Governors across the country.

**Notes:**

Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

NGA is committed to providing a productive and safe environment. To achieve that goal, NGA conducts background and reference check investigations for all final applicants being considered for employment.

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