

BOARD OF
Regents



ARIZONA'S PUBLIC
UNIVERSITIES

EDUCATE • DISCOVER • IMPACT

Director, Government Affairs

The Director, Government Affairs works in close coordination with the universities, helps develop, implement and coordinate the Board's government affairs activities. This position reports directly to the Board President.

The Director, Government Affairs assists with the development of and advocates for budget, policy and legislative priorities of the Board and Arizona's public universities. Acts as liaison with the executive and legislative branches of state, federal and local governments on government and legislative affairs. Develops and maintains strong relationships with elected officials, agency directors and staff, as well as Board, university and community stakeholders. Tracks, researches, analyzes and drafts legislation of importance and interest to the Board and Arizona's public universities. Produces reports of legislative activity and outcomes, including the national higher education landscape. Works closely with the Board's communications team to develop and align messaging and support with stakeholders for the enterprise legislative. Makes presentations at legislative hearings, Board of Regents meetings and other external meetings. Manages the Board's legislative intern program.

Successful candidate will have strong communications, advocacy, analytical and interpersonal relations skills. Ability to manage and organize projects and group efforts. Proficient in electronic research. Demonstrated knowledge of Arizona laws that relate to lobbying on behalf of a public entity. Familiarity with Arizona legislative process. Demonstrated knowledge of protocol for communications with elected officials. Higher education experience is desired.

Minimum qualifications include: Bachelor degree in Political Science, Public Administration, Business Administration, Communications or related field, and three years of combined experience in any of the following areas: lobbyist; legislative analyst, member of executive, judicial, local government or political subdivision staff with policy of public affairs responsibility OR any equivalent combination of experience and/or education from which comparable knowledge, skill, and abilities have been achieved.

Send cover letter, résumé, names and telephone numbers of three work-related references to: hr@azregents.edu or Arizona Board of Regents • 2020 North Central, Suite 230 • Phoenix, Arizona 85004. The review of applicants will begin on November 13, 2017 and will continue until position is filled.

The Arizona Board of Regents is an equal employment opportunity and affirmative action employer.