

FEDERATION POSITION POSTING

HUMAN RESOURCES WILL BEGIN INTERVIEWING FOR THE FOLLOWING POSITION:

DEPARTMENT: Public Affairs & Government Relations (National)

POSITION: Director, Public Affairs/Government Relations

LEVEL: 16

JOB POSTING DATE: August 2, 2023

SUMMARY OF JOB DESCRIPTION

Responsible for execution of organization's lobbying activities relative to Congress, federal agencies, and administration. Serve as member of organization's lobbying team that lobbies state legislature and administrative branch. Serve as liaison to certain federal and state agencies and Arkansas General Assembly. Assist with organization's Policy Development program and Political Education program. Coordinate activities of any grassroots-issue campaigns with other departments within the organization. Works directly with Farm Bureau's agricultural contact team programs and the American Farm Bureau Federation.

QUALIFICATIONS

- Bachelor's degree. Five (5) years regulatory and/or legislative-related experience. Strong agricultural or regulatory background is preferred and working knowledge of legislative process.
- Prefer multiple years of experience on the Federal Level:
Working with the U.S Congress and/or related federal government agencies.
- Must have or can acquire:
 - understanding of legislative rules and regulatory processes.
 - strong working relationships with legislators, staff, and agency personnel.
- Work closely with:
 - Executive Officers of Arkansas Farm Bureau.
 - County Farm Bureau leaders.
 - Farm Bureau staff assigned to Federal issues in the Southern Region and across the nation.
- Interpersonal skills to work and relate with a variety of individuals.
- Proficient PC skills to include the use of various software packages.
- Proficient oral and written communication skills.
- Flexible work schedule to include extended and various hours and overnight travel (in and out of state).
- Valid Ark Driver's License with acceptable driving record.

**QUESTIONS OR INQUIRIES SHOULD BE DIRECTED TO
THE HUMAN RESOURCES DEPARTMENT**

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