



Senior Director of Government Relations

The Ohio Association of Community Colleges (OACC) is seeking a full-time Senior Director of Government Relations to support the organization's outreach, advocacy, and education efforts with government entities. The Senior Director reports to the OACC President & CEO and will help develop, coordinate and advocate on behalf of OACC's student success and workforce policy strategies with state legislators, the governor's office and other executive agencies.

Position Responsibilities:

- Assist OACC's President & CEO in developing an advocacy strategy, growing OACC's legislative influence, and implementing strategic messaging.
- Advocate with the Ohio General Assembly on issues of importance to community colleges and confer with officials of state government concerning the interests of the colleges and the impact of proposed legislation.
- Build OACC relationships with administration officials and legislative offices.
- Develop partnerships with state associations and state agencies to build the network of community college advocates across Ohio.
- Support a statewide network representing the 22 community colleges' directors of government relations and contract lobbyists to collectively work on statewide advocacy efforts.
- Work with other statewide industry associations and/or businesses to identify partnership opportunities to build support for community colleges and talent development.
- Conduct policy research and analysis, draft testimony, and contribute to communication updates for OACC members colleges and stakeholder groups.
- Draft position papers and legislation that accurately reflects the interests of Ohio's community colleges.
- Research, monitor, analyze, and evaluate legislation and regulation issues that may have an impact on community colleges and recommend action to be taken.
- Establish relationships in Washington, DC with elected officials to maintain their awareness of proposals and legislative matters that impact community colleges.
- Represent the OACC at meetings and events.
- Performs other related duties as assigned by the President & CEO.

Required Education and Experience:

- Associate's degree required, bachelor's degree preferred; degree in political science, public policy, public administration, education, non-profit management or related field strongly preferred.
- A minimum of 5-10 years of experience in state government, higher education institution, or non-profit organization with a strong proficiency in developing or managing advocacy related programs. A minimum of 2-5 years of experience in policy development and lobbying or advocating with the Ohio legislature and executive agencies is preferred.

Desired Knowledge, Skills and Abilities:

- Understanding of the mission of community colleges and the OACC including knowledge of enrollment and financing as well as student success and completion issues.
- Experience working with community college administrators, faculty, staff, and students preferred.
- Proven leadership, strategy, management, and organizational skills in a fast-paced organization.
- Skilled in giving public presentations with a variety of audiences, including government officials and executive officers.
- Exceptional oral and written communication and influencing skills that build internal and external consensus.
- Ability to frame complex problems, develop and evaluate options, and implement solutions.
- Strong contributor in a team environment with ability to successfully prioritize multiple assignments and meet deadlines.
- Skilled in reviewing research and interpreting, presenting, and acting on data.
- Versatility, flexibility, and willingness to work within constantly changing priorities with enthusiasm.
- Self-motivated and able to work independently.
- Excellent computer skills including online databases, Microsoft Word, Excel, and Power Point.

Conditions of Employment:

This is a full-time position with a competitive salary commensurate with experience. Comprehensive benefits include paid time off, medical, dental, vision coverage, retirement, and life and disability insurance. The position is in a traditional office environment, with the flexibility for some remote work. Physical ability to operate normal office equipment including copier, fax, telephone; extensive use of computer/repetitive motion activities; ability to communicate verbally; ability to see with or without accommodation; extended periods of sitting/standing in order to perform essential functions of the position. Work hours may require meeting with individuals at member colleges, implementing special events, making presentations, etc. Must be available to work designated office hours as well as occasional evenings and/or weekends to assist in the successful planning and execution of OACC events. This requires an ability to drive to offsite locations and transport materials (up to 25 lbs.) to and from vehicle. Valid in-state driver's license required. Periodic in-state and out-of-state travel may include airline travel and overnight stay.

Application Process:

Submit a cover letter, resume, and at least three professional references to info@ohioacc.org with "Senior Director of Government Relations" in the subject line. Incomplete applications will not be considered. **Application review will begin September 16, 2024 and continue until the position is filled.**

The Ohio Association of Community College is an equal access and equal opportunity employer. We have a strong commitment to the principle of diversity and, in that spirit, seek a broad spectrum of candidates including women, minorities, people with disabilities and people over 40. Under-represented groups are encouraged to apply. If your disability requires special accommodations to participate in the application/interview process, contact the OACC at 614-221-6222.