JOB DESCRIPTION

Director of Government Affairs

Position Summary

Direct the federal government affairs program for ACCSES, the Voice of Disability Service Providers. Assure the timely and accurate proactive actions/responses to legislative and regulatory issues. The Director reports to the CEO and manages the work of the ACCSES member public policy committees.

Duties and Responsibilities

- Identify and monitor federal legislation, regulations, and trends impacting our members.
- Develop strategic advocacy initiatives relative to key federal policies and advocate the position of ACCSES to Members of Congress, their staff, and government agencies.
- Develop and maintain strong bipartisan relationships with elected officials, Congressional staff, and agency officials; and represent ACCSES at events and meetings.
- Provide technical assistance to member states on how federal policies affect state service systems.
- Advise, implement, and participate in coalitions; liaise with various groups/projects.
- Attend and report on Congressional hearings and other policy briefings while conducting research and writing memoranda, articles, and position papers on these issues.
- Work with other organizations, think-tanks, and advocacy coalitions to create consensus for relevant policy positions.
- Coordinate actives with the communications team.
- Other duties as required.

Work Experience

- Extensive experience working on federal legislative and regulatory issues impacting people with disabilities is necessary.
- Extensive research and writing experience focused on policy, legislation, and regulatory issues.
- Experience with a member-driven trade association is a plus.
Knowledge, Skills, and Abilities

- Strong verbal and presentation skills and the ability to boil down complex legislative and regulatory issues down so our members can understand how the change in policy could/will affect them.
- Strong knowledge of the political process and grassroots coordination.
- Proficiency in Microsoft Office Suite.
- Ability to manage and prioritize multiple issues and tasks, and the ability to work reliably on complex projects with tight deadlines.
- Ability to work independently and in groups.

Additional Information

- Must have flexibility to attend organization events, including early morning and late evening meetings.
- Experience working on Capitol Hill and/or Executive agencies strongly preferred.
- Some travel required.
- Send resume, letter of interest, and salary requirements to ggoosman@accses.org. No calls please.

About ACCSES

ACCSES is a dedicated network of organizations that provide services to people with disabilities across the United States. ACCSES membership is open to disability service providers and community providers that are 501(c)(3) and whose primary purpose is to provide supports and services to people with disabilities within the communities they serve.

We are passionate about supporting people with disabilities. We believe in their capabilities. We empower their determination. We celebrate their successes. And we provide an influential voice and strong unified presence at the highest levels of government: on Capitol Hill, in the White House and throughout Executive Agencies.

We accomplish this through active and ongoing advocacy initiatives:

1. Delivering a strong and experienced federal public policy voice;
2. Building meaningful relationships with policymakers;
3. Collecting and assessing key information related to disability services;
4. Leveraging the collective efforts of our members to enhance the quality and types of services benefitting people with disabilities; and
5. Influencing national policies and legislation, so the Voice of Disability Service Providers remains clear and strong.