

Director of State Relations and Outreach

The National Association of Independent Colleges and Universities (NAICU) seeks a Director of State Relations and Outreach.

Among the responsibilities, the Director holds primary responsibility for cultivating and managing the Association's network of state executives, the National Association of Independent Colleges and University State Executives (NAICUSE), tracks emerging higher education issues at the state level, organizes and coordinates coalitions within the NAICU membership, serves as the principal liaison to the Congressional Independent Colleges Caucus (CICC), and enhances networks and partnerships that serve NAICU's mission of advancing the public policy interests of the private, nonprofit sector of higher education and the students it serves.

The Director is a member of the government relations staff, and the position offers an opportunity to play a leadership role in ensuring all students have the opportunity to attend the college of their choice regardless of economic circumstance.

ABOUT NAICU

NAICU is the major national membership organization representing private, nonprofit colleges and universities on federal issues in Washington, DC. NAICU works on behalf of its membership to analyze and shape federal higher education policy and ensure all students, regardless of family income, have access to higher education. The NAICU membership includes nearly 1,000 member institutions and related associations serving various subsets of private, nonprofit colleges and universities, including NAICUSE. NAICU has 19 staff members, including 7 members of the government relations staff.

ABOUT THE POSITION

The Director will report to the Vice President for Government Relations and Policy Development and works closely with other members of NAICU's government relations, public affairs, research, and membership teams.

Key duties and responsibilities include:

- Serving as the NAICU liaison to the National Association of Independent College and University State Executives (NAICUSE). This includes:
 - Cultivating strong relationships with leadership at each state association.
 - Identifying strategies and tactics to implement strategies to engage and support institutions in states without a state executive.
 - Coordinating activities between NAICU and NAICUSE leadership, including monthly briefings and communications around core advocacy initiatives.
 - Working closely with the NAICU President to build and maintain strong relationships with the NAICUSE network.
 - Maintaining NAICUSE records and support for the NAICUSE chair. Tracking state issues for the NAICU staff that could have a bearing on federal policy.
- Serves as the lead NAICU staff liaison to the Congressional Independent Colleges Caucus (CICC) including working with NAICU members to increase caucus membership



and planning briefings and special events open to caucus members. The Caucus, launched in 2017, offers Members of Congress an opportunity to both celebrate and advance the diversity of the nation's private, nonprofit colleges and universities, and learn about the challenges and issues these institutions face. There are currently 88 members of the CICC.

- Coordinates and implements support within the NAICU membership for specialized policy initiatives. Oversees the development of advocacy strategies and tools related to each initiative.
- Serves as the NAICU and NAICUSE representative to the National Governors Association, National Education Commission of the States, State Higher Education Executive Officers (SHEEO), and the National Council of State Legislatures.
- Represents NAICU at regional NAICUSE meetings, including presenting NAICU's policy initiatives and positions.
- Writing for NAICU communication vehicles such as the weekly *Washington Update* e-newsletter, and preparing presentations for membership, leadership networks, or other audiences as needed.
- May handle specific policy issues for the government relations department, as appropriate.
- Works across the leadership structure NAICU as directed, including handling special issues and initiatives or policy issues as they arise.

ABOUT NAICUSE

The leaders of the state associations supporting and advocating on behalf independent colleges and universities comprise the National Association of Independent College and University State Executives (NAICUSE). The state association presidents and staffs have been an integral partner in support of NAICU's advocacy on behalf of private, nonprofit colleges and universities. State associations that are members of NAICUSE are also members of NAICU. Currently, 38 states, the District of Columbia and Puerto Rico are represented in NAICUSE. With the convergence of federal-state issues in education policy, the NAICU-NAICUSE collaboration continues to be of utmost importance for our member institutions.

ABOUT THE CONGRESSIONAL INDEPENDENT COLLEGES CAUCUS

The Congressional Independent Colleges Caucus, launched in February 2017, offers Members of Congress an opportunity to both celebrate and advance the diversity of the nation's private, nonprofit colleges and universities, and learn about the challenges and issues these institutions face. The Caucus serves as an informal group of Members dedicated to addressing the issues related to private, nonprofit colleges and the students they serve, while educating colleagues on the issues facing independent colleges and universities. While the caucus is independent of



NAICU, NAICU plays a key role in supporting the work of the Caucus, including advocating for members of congress to join and participate in Caucus events.

ABOUT NAICU'S ADVOCACY MODEL

392 congressional districts have private, nonprofit colleges and universities that contribute substantially to the education and economic vitality of those districts, states, and regions. NAICU members are active in their communities at every level and are encouraged to keep their elected representatives in Washington informed of their work. NAICU provides member presidents with up-to-date information on legislative and Administration proposals that could affect their campuses and encourage them to weigh in on policies they support or have concerns about. The Director of State Relations and Outreach plays a key role in identifying and supporting members who will be affected by federal proposals.

WORKING AT NAICU

NAICU is an equal opportunity employer and offers competitive compensation and benefits. NAICU offers a generous benefits package that includes health, vision, and dental insurance; a strong retirement savings program; short- and long-term disability insurance; life insurance; and generous annual and sick leave allotments. NAICU recognizes approximately 12 paid holidays per year.

QUALIFICATIONS, COMPETENCIES, AND REQUIREMENTS

The ideal candidate will be passionate about the NAICU mission and hold a bachelor's or master's degree with significant experience working in the public policy or political arenas, such as work on Capitol Hill, in membership, government relations or advocacy organizations at the federal or state level. The Director will be a creative and energetic thinker with strong people and organizational skills and an ability to build buy-in and engagement. The ability to work effectively and collaboratively in a diverse, and team-oriented organization is essential.

The successful candidate will demonstrate outstanding communications skills. Effective interpersonal communication and a highly collaborative work style are required, as are flexibility and the ability to adjust quickly in response to member needs and circumstances. The successful candidate will be confident, able to set and meet their own goals, and demonstrate a proactive, positive, and member-focused attitude.

This position requires occasional overnight and travel within the United States.

TO APPLY: The position is available immediately and will remain open until the successful candidate is appointed. To apply, email a resume and a letter of interest to jobs@naicu.edu with the subject line "Director of State Relations and Outreach"; for priority consideration, apply by September 16, 2022.

NAICU is an equal opportunity employer and seeks a broad and diverse pool of applicants.