

**Position:** Director of Government Relations

**Supervisory Relationship:** Chief Program Officer

**Organization General Description:**

The Resurrection Project (TRP) builds trusting relationships to educate and propel individuals, immigrants, and families to achieve their social and economic aspirations, stable homes, and equitable participation in their community. TRP is a leading provider of affordable housing, financial education, and immigration services on Chicago's Southwest side.

During the past three decades TRP has worked to improve the lives of individuals and families by creating wealth, building assets, and engaging residents to be catalysts for change. Rooted in the Pilsen community, TRP's impact now extends across the City of Chicago and through the State of Illinois; we are making steady progress towards leveraging and preserving more than \$1 billion in community wealth by 2025.

**General Job Description:**

The Director of Government Relations is a leadership role that will work closely with the Chief Program Officer and the Senior Leadership Team to develop and implement a government engagement strategy. In partnership with senior leadership, the Director identifies key stakeholders, develops outreach and advocacy strategy and leads team in executing. The Director develops a strong working relationship with stakeholders at all levels of government, including elected officials and key public agencies' staff, and other policy organizations, contractors, coalitions and the TRP community to forge partnerships in alignment with TRP's vision to create healthier communities. The Director monitors policy relevant to TRP's portfolio and advises the organization on solutions and strategy.

**Primary Job Duties and Responsibilities:**

- In partnership with organizational leadership and TRP issue area experts, develops TRP policy and budget advocacy agenda.
- Develops and maintains contact and strong relationships with elected and appointed officials, leaders, and staff leads in public agencies.
- Develops and maintains strong relationships with partner organizations at local, state and national levels.
- Leads in creating and executing regular and frequent engagement opportunities with key stakeholders including:
  - Identifying when to invite to TRP events and actions- leads on outreach and conducting follow-up to key stakeholders
  - Representing the organization at relevant legislative spaces with most frequent being Illinois state capital and City Hall
  - Identifying and attending key meetings and events
- Participates in coalitions with other organizations to pursue program and policy changes affecting TRP's mission.
- Responsible for monitoring and analyzing pending legislation, public policy trends, emerging issues, opportunities for budget advocacy, and regulation that has a potential impact on TRP in partnership with organizational subject matter experts.
- Provides leadership for agency-wide issues related to public policy; attend meetings on behalf of organizational leadership when appropriate.
- Represents the agency at the local, state, and national levels when appropriate.
- Participates in projects, ensuring ongoing implementation, planning and outcomes advancing the strategic priorities of the organization.
- In coordination with the Director of Compliance & Public Grants Administration, provides oversight and compliance to lobbying rules and regulations.
- Maintains required job skills and core professional competencies and performs other job-related duties as requested.
- Other projects and one-time tasks, assigned by the CPO.

**Performance Measures**

- Achievement of overall annual policy goals as reflected in TRP's current strategic plan

- Development and advocacy of elected and appointed government and community leadership contacts to increase their knowledge of TRP.
- Handle detailed, complex concepts and problems and make rapid decisions regarding policy and advocacy issues.
- Demonstrates initiative and work as a team player.
- Adhere to the highest ethical standards in management, governance, and policy development.
- Convey a professional and positive image and attitude regarding the organization and the not-for-profit sector.
- Demonstrate commitment to continued professional growth and development.
- Effective, strategic development of relationships with peers, media, government contacts, partner agencies, and community leaders.
- Effective coordination within the departments and pillars to achieve organizational goals

#### **Essential Knowledge and Skills**

- Bachelor's Degree or equivalent lived experience preferred.
- A minimum of 5 years work experience in upper level government roles, public policy experience, and/or organizations.
- Working knowledge of all levels of government.
- Strong oral and written communication skills, demonstrated ability to articulate complex ideas, thoughts and concepts clearly and effectively.
- Strong knowledge of the key stakeholders and policy; knowledge of affordable housing, immigration, or health programs a plus.
- Ability to meet deadlines and develop and move projects forward with a high degree of independence.
- Ability to process and protect confidential information in a professional manner.
- Demonstrated ability to build relationships and work effectively with people of diverse social, faith, economic and racial/ethnic backgrounds.
- Bilingual English/Spanish preferred.

**Salary Range:** \$95,000-105,000

#### **Special Working Conditions and Demands:**

- On-site work schedule: as needed, and no less than 3 days per week.
- Willingness to frequently travel to Springfield, IL, occasionally to Washington DC and throughout the state and country as needed.
- Willingness to work flexible hours; some evenings and weekends required.
- Access to a car, valid driver's license and insurance, and ability to travel throughout the state.

#### **Position Classification:**

Full-Time, Exempt

#### **Statement of Equal Opportunity:**

The Resurrection Project is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex (including pregnancy), national origin, ancestry, age, marital status, sexual orientation (including gender identity), military status, disability, language (any language use not related to job duties), or any other status protected by applicable federal, state, or local law.

**Application Instructions:** Please send resume and cover letter by email [trpjobs@resurrectionproject.org](mailto:trpjobs@resurrectionproject.org).