



February 1, 2023

## **POSITION OPENING**

### **SENIOR DIRECTOR OF GOVERNMENTAL RELATIONS**

#### **POSITION SUMMARY:**

Responsible for assisting in carrying out program responsibilities of the Governmental Relations Division.

#### **RESPONSIBILITIES:**

- Registers as a lobbyist and performs state lobbying functions for the organization.
- Counsels with colleagues on areas of policy and strategy.
- Assists in preparing analysis of state and local public policy issues of interest to agriculture.
- Assist in preparing reports on public policy issues of interest to agriculture.
- Develops expertise in designated subject areas.
- Works with county Farm Bureaus on policy issues.
- Coordinates and provides staff support to member advisory committees as assigned.
- Coordinates election and issues advocacy activities.
- Communicates and works with staff in other divisions in order to promote the organization.
- Responds to individual member requests for information or assistance on regulatory and legislative matters.
- Assists with speaking assignments and attend meetings as requested.
- Performs other related duties as assigned.



**REQUIRED KNOWLEDGE/SKILLS/ABILITIES:**

- Knowledge of production agriculture practices and issues.
- Proficiency in computer skills, including Microsoft Word, Outlook and Power Point.
- Effective communication skills.
- Ability to work independently and in group settings.
- Knowledge of the state legislative and administrative rule process.

**REQUIRED EDUCATION AND EXPERIENCE:**

- Bachelor's degree required.
- Legal or Paralegal degree preferred.
- At least 8 years of relevant experience required

**PHYSICAL REQUIREMENTS:**

- Prolonged periods of sitting at a desk and working on a computer.
- Periodic travel and overnights required.

**HOW TO APPLY:**

E-mail or send resume with salary expectations in confidence to:

Mark Schuster  
VP of Organizational Development  
Wisconsin Farm Bureau Federation  
1241 John Q. Hammons Dr., Suite 200  
Madison, WI 53717  
(608) 828-5404  
[mschuster@wfbf.com](mailto:mschuster@wfbf.com)

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