



Vice President of Government and Legislative Affairs National Grain and Feed Association

The **National Grain and Feed Association (NGFA)** represents approximately 700 member companies in the grain, oilseed, feed milling, processing, biofuels, integrated livestock, brokerage, transportation and affiliated industries. The Vice President of Government and Legislative Affairs will lead NGFA's efforts and activities on Capitol Hill and in the Executive Branch.

Position Description and Benefits: The NGFA is hiring for the position of Vice President of Government and Legislative Affairs. Final salary commensurate with work experience. NGFA offers a competitive benefits package including health and dental, life insurance, HSA/FSA, 401K with employer match, paid vacation and personal days. NGFA fosters a collegial and collaborative team-oriented approach to success. This position is full-time and required to be based in the NGFA offices in Arlington, Virginia.

Position Summary: Serves as NGFA's principal interface with members of Congress, congressional committees and their staff in conveying and lobbying on all the Association's priority policy positions. Lead contact with the White House and federal departments and agencies that affect agriculture, trade, transportation and other relevant policies impacting NGFA members. Serve as lead staff policy liaison to selected NGFA committees, including the Agriculture Policy and Legislative Affairs Committee, the Transportation and Logistics Committee and the Waterborne Subcommittee. The position is also responsible for being the lead on managing the relationship with NGFA's external lobbying consultant.

Principal Responsibilities:

- Interact with members of Congress, congressional committees, federal agencies and their staff with jurisdiction over the wide range of legislative and public policy issues important to the grain, oilseeds, feed, processing and export sectors.
- Advocate on priority issues including, but not limited to conservation, farm programs, rail, waterways/Army Corps, highways/trucking, risk management, international trade, biotechnology, futures markets, tax, food and feed safety, and labor.
- Coordinate strategy, content, and scheduling meetings on Capitol Hill and with federal agencies for annual fly-in including members of NGFA's Executive Committee; Agriculture Policy and Legislative Affairs Committee; Business, Management and Operations Committee; and Committee Apprentice Program.
- Lead and manage relationships with NGFA's external lobbying consultants.
- Report significant legislative developments, NGFA legislative priorities, and other relevant information to Association members, Affiliated State and Regional Associations and the public through written and oral communications.
- Present updates at NGFA Executive Committee and Board of Directors meetings.
- Activate NGFA member involvement in the legislative process and direct contacts with members of Congress, as needed. Collaborate with communications, marketing and membership teams on the messaging and management of NGFA's advocacy tools.
- Recommend legislative and public policy content on NGFA's website, including official statements, in coordination with the communications team.
- Interact and partner with other national trade associations to advance coalition efforts, including the NGFA-led Agricultural Transportation Working Group.
- Collaborate with NGFA Affiliated State/Regional Associations to identify legislative issues with national and state policy implications.

**Required Skills:**

- Completed bachelor's degree or higher and a minimum of five years' experience in legislative, communications and public affairs, lobbying or related fields required.
- Must reside in or be willing to relocate to the greater Washington, DC, metro area.
- Understanding of U.S. and global agriculture and agribusiness.
- Strong understanding of Congressional committees and federal agencies impacting agriculture and transportation policies.
- Ability to work in a bipartisan capacity.
- Experience building coalitions with a demonstrated record of success.
- Self-starter, able to work on multiple tasks in a rapidly changing environment with many responsibilities.
- Excellent written and oral communications skills; social media savvy a plus.
- Comfortable speaking to business leaders and C-Suite level executives.
- Friendly, outgoing personality and ability to work on a team.
- Required to register as a federal lobbyist in accordance with the Lobbying and Disclosure Act and all applicable disclosure requirements.
- Willingness to travel 15 to 20 percent.
- Willingness to supply college transcripts and submit to a background check upon request.

Reporting Relationship: Reports to NGFA President and CEO

How to Apply: Please submit cover letter, resume, writing sample, links to social media presence and salary requirements to jobs@ngfa.org. Only submissions through this address will be considered.

The National Grain and Feed Association is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to age, race, sex, sexual orientation, religion, protected veteran status, disability, marital status or any other characteristic protected by federal or state law.

