



JOB DESCRIPTION

Director of Government Affairs

SUMMARY: Senior advocacy position. Responsible for policy development and providing building industry advocacy before elected officials and local government agencies in central Maryland as well as state agencies, the Maryland General Assembly and executive branch. The position places heavy emphasis on land-use policy, infrastructure finance, building codes, development review and approval process, environmental and tax issues pertaining to the home building industry.

DUTIES:

- Serve as local member liaison, provide staff support to HBAM's local boards of directors, local standing committees as well as staff and advise the HBAM Executive Committee;
- Staff and operate the HBAM State Legislative Committee;
- Staff and operate the HBAM Green Building Council;
- Staff and operate the HBAM Land Development Council;
- Organize quarterly Chapter networking events;
- Represent HBAM on appointed Maryland based boards, and government advisory groups as well as national industry related committees;
- Attend public hearings, prepare member testimony and directly present personal testimony on industry related legislation before the Maryland General Assembly and local governments;
- Serve as media spokesperson;
- Coordinate member communication and grassroots advocacy activity;
- Research and develop industry policy initiatives;
- Design and carry out lobbying initiatives related to state and local land-use policy goals;
- Provide legislative analysis, write legislation, and draft amendments to bills and regulations;
- Cultivate coalition partners and represent the industry in coalition activities;
- Develop HBAM's academic research agenda and manage related contracts;
- Coordinate with and manage contract lobbying, expert witness and outside legal council as necessary;
- Write for the HBAM's publications and web site as well as provide briefings to HBAM's boards and committees;
- Assist with topic development and speaker recruitment for HBAM's state-wide land-use, housing, and economic forecast conferences;
- Develop department budgets and undertake fundraising dedicated to specific projects;
- Assist with political action activity and election law compliance as permitted by law;
- Grow membership and participation with each local HBAM Chapter;
- Other Duties as Assigned.

To apply, send cover letter, resume and references to Michael Harrison, Director of Government Affairs at Michael@homebuilders.org or fax to 410-265-6529.

Visit us on the web at www.homebuilders.org