



Vice-President, Government Affairs

The Vice President of Government Affairs is an elected and pivotal leadership role on the Board of Directors, responsible for continually monitoring and evaluating all pending legislative, regulatory, public policy initiatives, and legal action at the federal, state, and local level that may have an impact on the management of human resources.

The Vice President of Government Affairs works in close cooperation with the SHRM National and the State Council counterpart to advocate for policies that align with SHRM National's mission and ensures that the chapter's voice is heard in legislative processes.

The Vice President of Government Affairs informs the Board and chapter members of SHRM's position on legislation affecting the human resources profession and presents a legislative report or update to the chapter members as requested.

Responsible to:

- President
- Chapter Membership

Key Duties and Responsibilities:

Government Relations and Advocacy

- Coordinate with SHRM National to implement strategies for chapter members to engage with government officials, legislators, and agencies at the local, state, and federal levels on issues that impact the HR profession.
- Advocate for policies and legislation that support SHRM National and the chapter's mission, goals, and interests.
- Serve as the primary point of contact for government officials and policymakers to build and maintain strong relationships that enhance the chapter's influence and effectiveness.

Policy Development and Positioning

- Coordinate with SHRM National to develop the chapter's public policy positions, ensuring they are well-informed, evidence-based, and aligned with SHRM National and the chapter's mission.
- Represent the chapter's policy positions to government officials, legislators, and other stakeholders, both in writing and through direct advocacy.

Legislative Monitoring and Analysis

- Monitor legislative developments, regulations, and public policy trends that could impact the chapter, its members, and the HR profession.
- Analyze proposed legislation and regulations, assessing their potential impact on the chapter and its members.
- Provide timely reports to the Board on legislative and policy developments, recommending actions and strategies as needed.

Coalition Building and Partnerships

- Build and maintain coalitions with other organizations, advocacy groups, and stakeholders who share the chapter's policy goals.
- Engage in collaborative advocacy efforts, leveraging partnerships to amplify the chapter's voice and impact in legislative processes.
- Participate in relevant coalitions, alliances, and networks to stay informed of broader policy trends and opportunities for collaboration.
- Encourage chapter members to take action with legislative alerts issued by SHRM National's Government Affairs Team.
- Work in close cooperation with the SHRM National and State Council counterparts.
- Respond to any requests of the chapter President and/or State Council counterpart.
- Participate in the SHRM National Government Affairs Core Leadership Area conference calls and webcasts.

Public Affairs and Communication

- Work with the Secretary to develop and implement strategies that support the chapter's advocacy efforts.
- Communicate the chapter's legislative priorities and policy positions to members, constituents, and the HR community.
- Oversee the preparation of press releases, op-eds, and other public communications related to government and legislative affairs.
- Serve as a program speaker and advocate at chapter activities or other professional meetings.
- Inform chapter members about SHRM's Advocacy Team (A-Team) program and how to use the letter-writing feature of the HR Policy Action Center under the "Legal Issues & Public Policy" tab on the SHRM website.

Board Engagement and Reporting

- Regularly update the Board on government relations activities, legislative developments, and the status of advocacy efforts.
- Participate actively in board meetings, contributing to the chapter's overall strategic direction and decision-making processes.
- Collaborate with SHRM National and the Board to set government relations and advocacy goals, tracking progress and adjusting strategies as needed.

Ethical and Legal Compliance

- Ensure that all government relations and advocacy activities comply with relevant legal and ethical standards, including lobbying regulations and reporting requirements.
- Address any issues or challenges related to legislative affairs, providing leadership in resolving them while maintaining the chapter's integrity.

Training and Program Development Events

- Develop and support programs, events, workshops and seminars that address government and legislative affairs issues.
- Provide training and resources to the Board and chapter members on government relations, advocacy, and the legislative process.
- Foster an understanding of SHRM National's policy goals and legislative priorities and provide across all levels of the chapter.