Vice President-Government Affairs

Summary

Reporting to the SFAA President, this officer-level position implements SFAA policy positions on surety and fidelity issues in state legislative and regulatory forums and promotes the value of surety and fidelity bonds in those forums.

Essential Functions

- Manage SFAA’s state legislative activities—perform bill analysis; identify bills that need to be addressed; produce position statements and talking points; develop a strategy on legislation to be addressed; and provide testimony or find local members to testify when needed
- Assure that SFAA members receive timely information on key legislative developments and new bond opportunities arising from legislation or regulation
- Staff the Government Affairs Advisory Committee (GAAC) and collaborate closely with the Policy Team to develop SFAA’s policy positions on legislative and regulatory issues as they arise
- Cultivate and maintain beneficial relationships with the APCIA, NASBP, member company government affairs representatives, and other insurance and construction-related associations
- Coordinate with and support the Local Surety Associations (LSAs) on legislative and regulatory issues
- Promote – through publications and social media – the value of surety and fidelity bonds and SFAA’s activities and accomplishments on state legislative and regulatory affairs outside of the association

Competencies

- Familiarity with the legislative process from either prior work experience at a trade association, government affairs work at a company or as a state legislative or executive branch staffer
- Collaborative skill set to coordinate with SFAA staff members on responses to legislation and regulation
- Strong communication skills to explain the value of bonds to legislators and regulators, listen and address their questions and concerns, and negotiate the provisions in legislation and regulations
- Ability to draft legislation and regulations or amendments to them
- Produce written statements and talking points that are clear and concise
- Work effectively and collaboratively as a team member
- Work effectively with member companies and other associations to impact legislation and regulation at the state and level
- Excellent time management skills to handle multiple priorities when the states are in session
- Flexibility to work during legislative sessions
Supervisory Responsibility

Responsible for supervision of Government Affairs Analyst in analysis of legislation, maintenance of the legislative database, preparation of reports and other communications to the members.

Position Type

This is a full-time, exempt position.

Travel

On the average, travel is 20% of the job annually. Travel to state capitols may be needed on short notice.

Location

The SFAA Corporate office is located in Washington, DC - however this position can be located within the U.S. with access to a major airport.

Required Education and Experience

- Four-year undergraduate degree

Preferred Education and Experience

- A law degree is preferred
- Background in the insurance industry is a plus

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.