

Virginia Professional Fire Fighters

Robert L. Bragg
President

John K. Wright
Legislative Chairman



Paul J. Hebert
Secretary-Treasurer

Joe Mirabile
Vice Chairman

EMPLOYMENT OPPORTUNITY

Position: Director of Governmental Affairs
Salary: Depends on Qualifications
Job Type: Full-Time
Location: Richmond/Telework – Travel Required
Closing: 7/10/2022 5:00PM Eastern

Description

The Virginia Professional Fire Fighters (VPFF) is seeking a Director of Governmental Affairs. Candidates should be energetic with strong work ethic and have experience and interest in governmental affairs. The Director of Governmental Affairs has the primary responsibility of representing the VPFF as a registered lobbyist in Richmond during Virginia General Assembly Sessions, as well as before legislative, regulatory, and administrative hearings and commissions. Preference for local or state government relations experience or understanding of government operations and policies particularly within the Commonwealth of Virginia. The position is located in Virginia and requires regular travel to Richmond during Virginia General Assembly Sessions. For full list of preferred qualifications and responsibilities see details below.

Qualifications

- Any combination of education and /or experience equivalent to a bachelor's degree in relevant field.
- Strong verbal and written communication and interpersonal skills with ability to articulate concepts and strategies effectively.
- Strong problem solving skills to define issues and collect relevant information to recommend policy solutions and legislative reform(s).
- Must have familiarity with state and local governments, government leaders, legislative, executive, and regulatory processes, preferably within the Commonwealth of Virginia.
- Experience researching, developing, and monitoring public policy.
- General knowledge of Virginia's Workers Compensation System, labor laws, fire service, and state budget helpful.

Responsibilities

- The Director of Governmental Affairs is required to assist the VPFF Legislative Committee with development, lobbying, and implementation of legislative agendas before, during, and after Virginia General Assembly Sessions.
- They have the primary responsibility of representing the VPFF as a registered lobbyist in Richmond during the Virginia General Assembly Sessions.
- Contributes to the team's strategic planning process and helps forge a path towards achieving goals.
- Monitor legislation and public policy of interest to the VPFF and provide analysis of any impact.
- Conduct research into emerging public policy issues including but not limited to firefighter health and safety, employment rights, fire service, etc.
- Drafts legislation, budget amendments, or public policy for achievement of legislative priorities.
- Works with designated stakeholders on political, legislative, and regulatory issues of importance to the VPFF.
- Prepares presentations, briefings, and reports to support lobbying efforts.
- Coordinates meetings with state and local officials.
- Develops and maintains relationships with Republican and Democratic General Assembly leaders, members, staff, candidates, campaigns, and political parties.
- Develops and maintains relationships with certain community, trade, or stakeholder organizations.
- Represents the VPFF at political and community events.
- Assists with the VPFF political endorsement process and political contributions.
- Ability to travel and work flexible hours under time constraints, deadlines, and perform multiple tasks
- Performs other duties as assigned.

Please provide resumes, references, and salary requirements to Virginia Professional Fire Fighters, P.O. Box 3706 Winchester, VA 22604 or via email jwright@vpff.org. Send all requested documents by the close of business on July 10th, 2022.

Hiring Process Consists of the Following

- Resume Review
- Candidate Telephone Screening
- Panel Interview
- Contingent Offer

Candidate selected will be given an offer of employment with a start date mutually agreed upon by the VPFF and the candidate, but not later than 9/1/2022.

Contact Information

John Wright

Legislative Chairman

Virginia Professional Fire Fighters

Office: (540) 336-2122

Email: jwright@vpff.org