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NAWG Job Announcement

Position Description

Organization: National Association of Wheat Growers
Location: Washington, DC
Position: Government Relations Representative
Reports To: Vice President of Policy and Communications
Date: May 16, 2023

Overview

The National Association of Wheat Growers (NAWG) is hiring a policy representative to manage a diverse policy portfolio in Washington, DC. NAWG is a national federation of 20 state associations and industry partners that work to represent the needs and interests of wheat producers before Congress and federal agencies. The junior government relations role would work with and support the staff at NAWG in executing the organization's policy objectives. Additionally, this role would manage a diverse policy portfolio, encompassing issues like crop insurance, appropriations, transportation, crop protection tools, taxes, labor, broadband, research, and biotechnology. The role would also manage the organization's Political Action Committee (WheatPAC).

Principal Responsibilities

- Draft correspondence to the administration, federal agencies, and Congress on policy issues aligned with NAWG's policy and strategic objectives.
- Prepare issue update memos for the NAWG staff and farmer leaders; undertake research for background facts, history, and data; develop charts and graphs to be used in testimony, comments, press releases, talking points, and presentations.
- Research and draft written testimony for Congressional hearings and comments on federal rulemakings.
- Schedule Congressional meetings for NAWG staff and state associations.
- Provide support to NAWG's policy committees.
- Lobby Members of Congress and Congressional staff on NAWG's legislative priorities.
- Represent NAWG at coalition meetings.
- Develop and execute strategic solicitation and administration plan for WheatPAC activities. This will include responsibility for submitting quarterly PAC filings with the FEC. WheatPAC fundraising also includes coordination of the annual auction held during Commodity Classic.
- Other duties as assigned.

Experience/Qualifications

Qualified applicants will have a college degree, experience in government relations (including through internships), or a combination of education and experience, as well as a basic understanding of agriculture policy. Individuals from NAWG-member states are highly encouraged to apply. Qualifications include good verbal and written communication aptitude, strong interpersonal skills, and proficiency with Microsoft Office software. In addition, applicants should have a strong ability to manage multiple projects and meet deadlines and work independently and collaboratively within a small team

environment to support the organization. Experience on Capitol Hill, the Administration, or an agriculture association or company is preferred.

Compensation

Salary is negotiable and commensurate with education and experience.

Benefits

A salary range of \$50,000 to \$70,000, health care (NAWG pays all premiums), dental, matching 401K, paid PTO, and remote work policy.

Applicant instructions

Please email cover letter and resume to NAWGDC@gmail.com with "Government Relations Representative" in the subject line.

Closing Date

June 2, 2023

NOTE: Management reserves the right to assign or reassign additional responsibilities and/or duties to this job at any time.