



# GLOBAL INVESTMENT GROWS AMERICA'S ECONOMY

The Organization for International Investment (OFII) is seeking a professional with at least five years of public policy experience at the state level to direct OFII's state government affairs work.

The position will serve as OFII's lead on all state government affairs matters, including lobbying policy issues and promoting awareness of foreign direct investment among state policymakers. This position will work with OFII member companies' state government affairs and state tax executives and other national, state and local trade associations.

A successful candidate should have a strong interest and background in policies impacting international businesses, including tax, trade and economic development policy. This candidate should demonstrate an understanding of the state legislative process and have excellent analytical, writing and public speaking skills. This candidate should be a strategic thinker and capable of responding to fast-moving state government affairs developments across all 50 states.

## **Key Responsibilities**

- Lead OFII's advocacy and policy work on a variety of issues at the state level
- Manage OFII's state government affairs associate and state-level lobbying consultants
- Draft and manage OFII's written work related to state policy issues, including memos, testimony, comment letters, talking points, and event presentations.
- Develop coalitions of national and state business groups to support OFII's advocacy efforts.
- Plan and manage state government affairs related events, including membership meetings, lobby days and conference calls.
- Testify before state legislative committees as needed.
- Find, plan, and execute opportunities to highlight OFII's mission among state policymakers, including policy briefings, panelist speaking opportunities, and governor-level events.
- Act as OFII's liaison to member companies' state government affairs and state tax executives
- Act as OFII's liaison to state-level groups like NCSL, NGA, RGA and DGA.
- Track state policy and political developments across 50 states.
- The position reports to the Vice President, Public Policy & Government Affairs

## **Qualifications**

- Excellent writing and public speaking skills
- Legislative analytical skills
- Excellent interpersonal skills with a high degree of professionalism
- Creativity skills to find unique ways to promote OFII's mission
- At least five years of experience working in policy, politics or government affairs at the state-level. Additional experience at a trade association or in government affairs is a plus.
- Bachelor's degree

***As the only organization focused exclusively on supporting the international business community in Washington, D.C., OFII ensures that policymakers at the federal, state and local level understand the critical role that foreign direct investment (FDI) plays in America's economy. OFII advocates for fair, non-discriminatory treatment of foreign-based companies and promotes policies that will encourage them to establish U.S. operations, which in turn increases American employment and U.S. economic growth.***

Please send resume, cover letter and salary history to Stephanie Minor at [opportunities@ofii.org](mailto:opportunities@ofii.org). For more information about OFII, please visit our website at [www.ofii.org](http://www.ofii.org)