

Director of Government Relations

NAADAC, the Association for Addiction Professionals, seeks a Director of Government Relations. NAADAC is the largest membership organization serving addiction counselors, educators and other addiction-focused health care professionals, who specialize in addiction prevention, treatment and education. With nearly 12,000 members and 46 state affiliates, NAADAC's network of addiction professionals spans the United States and the world. NAADAC's members work to create healthier families and communities through prevention, intervention and quality treatment.

More information about NAADAC's advocacy agenda can be found on our website, www.naadac.org.

Position Responsibilities:

Reporting to the Executive Director, the Director of Government Relations manages and implements the NAADAC's national policy agenda, serves as the lead lobbyist, is responsible for building and maintaining high-level collaborative relationships within legislative arena and outside coalitions and works in to support member participation in advocacy initiatives. The Director of Government Relations will also manage the NAADAC Political Action Committee.

The Director will:

- Lead the development, prioritization, and implementation of comprehensive action plans for the government relations and advocacy team, integrating staff development, coalition partnerships, and policy advocacy into all areas of the organization to advance NAADAC's goals.
- Develop and maintain relationships with members and staff of Congress and key Executive Branch agencies such as NIDA, NIAAA, SAMHSA/CSAT/CSAP, and ONDCP.
- Advocate and lobby for NAADAC positions and addiction treatment profession interests.
- Monitor and track federal legislative, regulatory, and executive actions of importance to the addiction treatment field.
- Write periodic articles on political and policy developments for Addiction Professional magazine, the NAADAC Newsletter, and the Legislative Alert Network (LAN).
- Facilitate and support the membership committees responsible for Public Policy and the NAADAC PAC (Political Action Committee).
- Provide staff support before and during conferences.
- Co-ordinate the Public Policy Conference – “Advocacy in Action Day.”
- Collaborate with allied addiction and healthcare-related coalitions and organizations.
- Prepare and file necessary reports with Congress and the FEC.
- Develop position papers, letters, handouts, and informational brochures regarding legislative and political action items.

- Perform other duties as may be assigned by the Executive Director.

Knowledge/Skills Required:

- Bachelor's degree or equivalent combination of education and experience required; advanced degree in public health; public affairs, public policy or political science or related field preferred.
- Minimum of two years legislative or public policy experience required.
- Minimum of two years supervisory or management experience required.
- Proven writing and editing skills.
- Strong decision-making and negotiation skills.
- Experience working in coalitions and in high-level collaborations.
- Occasional travel required.

How to Apply:

Please send resume and letter of application, including salary requirements, to:

Hiring Committee
NAADAC
901 N. Washington St., Suite 600
Alexandria, VA 22314-1535
Fax: 703-741-7698

Or e-mail Cynthia Moreno Tuohy at cmoreno@naadac.org. Please put "Government Relations Director" in the subject line.