



### **Associate Vice President, State Relations**

The Associate Vice President, State Relations helps develop, implement, and coordinate the Board's government affairs activities. This position reports to the Vice President, Government Affairs and Community Relations.

The Associate Vice President, State Relations assists with the development of and advocates for budget, policy, and legislative priorities of the Board and Arizona's public universities. Develops and maintains strong relationships with elected officials, agency directors and staff, and Board, university and community stakeholders. Tracks, researches, and analyzes legislation of importance and interest to the Board and Arizona's public universities. Works with the Board staff to develop and align messaging to stakeholders to gain their support for the enterprise legislative agenda. Assists with the Board's communications strategies. Helps coordinate Board business at the state capitol, including the senate confirmation process for incoming regents. Makes presentations at legislative hearings, Board of Regents meetings, and other external meetings.

Successful candidate will have strong written and verbal communications, advocacy, analytical and interpersonal relationship skills. Ability to manage and organize projects and group efforts. Proficient in electronic research. Demonstrated knowledge of Arizona laws that relate to lobbying on behalf of a public entity. Familiarity with Arizona legislative process. Understanding of protocol for communications with elected officials. Education experience is desired.

Minimum qualifications include: Bachelor's degree in Political Science, Public Administration, Business Administration, Communications or related field, and five years of combined experience in any of the following areas: advocacy, legislative analyst, member of executive, judicial, local government or political subdivision staff with policy or public affairs responsibility OR any equivalent combination of experience and/or education from which comparable knowledge, skill, and abilities have been achieved.

Send cover letter, résumé, names and telephone numbers of three references to: [hr@azregents.edu](mailto:hr@azregents.edu) or Arizona Board of Regents • 2700 North Central, Suite 400 • Phoenix, Arizona 85004. The review of applicants will begin immediately and will continue until position is filled.

The Arizona Board of Regents is an equal employment opportunity and affirmative action employer.