NEW ORLEANS REGIONAL TRANSIT AUTHORITY

EMPLOYMENT OPPORTUNITY

JOB TITLE: Director, Government Affairs

CLOSING DATE: Open until filled

Send your cover letter and resume to: humanresources@rtafoward.org

This bulletin is posted to establish or add to a qualified list of candidates

The Regional Transit Authority gets people moving around New Orleans. Our transit services bring hard-working commuters to their jobs, students to their schools and fun seekers to entertainment, shopping areas and restaurants. We provide mobility to residents of the city as well as tourists, taking them to and from their hotels to historical neighborhoods and countless attractions. RTA’s system includes five streetcar lines, 34 bus routes, two ferry routes and paratransit services. Our passengers take more than 19 million rides every year.

JOB SUMMARY
Builds and leads RTA’s Government Affairs program by advancing federal, state, and local legislation, by advocating RTA’s policies, projects, and programs before federal and state legislative bodies, and regional and local governments and community-based organizations.

ESSENTIAL FUNCTIONS
- Develops and implements agency policies and objectives involving local, state, and federal government affairs and obtaining support for agency goals and objectives to elected officials, community leaders, other agencies and members of the public
- Assists in the establishment of agency strategies, policies and plans, which align with government laws, regulations and standards
- Leads analysis of proposed legislative actions, determines the potential impact on the organization and develops appropriate responses
- Develops and implements programs, strategies, and plans for communicating
- Monitors developments related to governmental and public affairs; evaluates impact to RTA and recommends and implements policy and procedural improvements
- Advocates for RTA with members of federal, state and legislative branches, and local government officials to inform them of and support legislation and policies benefiting transportation services and projects
- Meets and confers with local, state, and federal government officials, and public and private sector groups to establish coalitions and foster support for RTA’s projects and programs, and legislation in RTA’s interest
• Reviews literature, legal decisions, and proposed/enacted legislation to determine impact on RTA and makes recommendations to RTA executive staff and the Board of Directors regarding action

• Reviews and analyzes proposed local government ordinances and development plans to determine their effect on the agency; develops strategies and makes recommendations for RTA’s response

• Confers with federal and state legislators and regional and local officials to emphasize supposed weaknesses or merits of specific bills to influence passage, defeat, or amendment of measure, or introduction of legislation more favorable to RTA’s interests

• Make public presentations and prepares written and oral reports for RTA management, Board of Directors, outside agencies and the public

• Directs RTA’s team of federal and state contract lobbyists

EDUCATION
Bachelor’s Degree in Political Science, Public Administration, Public Policy, or a related field; Master’s Degree in a related field preferred

OR: An equivalent combination of education and experience that demonstrates the ability to perform the position duties.

EXPERIENCE
Five years of relevant management-level experience administering a legislative affairs program, public sector public policy, public affairs program for a public or governmental agency or working as a management-level staff member for a federal or state elected official, legislative committee, or public affairs office, or experience in government relations or public affairs

KNOWLEDGE, SKILLS & ABILITIES
• Theories principles, and practices of public policy development, public affairs, and community relations
• Theories, principles, and practices of legislative processes and protocol
• Theories of transportation planning, land use, public finance, etc.
• Lobbying techniques
• Planning, organizing, and directing the work of a federal and state legislative work unit
• Successfully working to advance or defeat legislation at the federal and state levels
• Directing, organizing, and coordinating community meetings and councils
• Represent RTA at the federal and state governments and various public forums
• Think and act strategically and independently
• Solve complex and controversial problems in stressful situations
• Understand, interpret and apply RTA policies, rules, regulations, procedures, contracts, budgets, and labor/management agreements