

# **NATIONAL ASSOCIATION OF REGULATORY UTILITY COMMISSIONERS**

## **Legislative Affairs Counsel Communications Technology and Water**

### **Job Description**

#### **Position Overview**

The Legislative Affairs Counsel for Communications Technology and Water advocates before Congress, federal agencies, and other elected and non-elected officials the NARUC positions, policies, and objectives concerning water and telecommunications state regulatory authority and other related public policy issues. Responsible for strategic planning of the Association's congressional affairs activities, analyzing, formulating, and monitoring issues and legislation at the federal and state levels. Assists with legal filings before federal courts and agencies.

#### **Reporting Relationship**

Reports to the General Counsel.

#### **Required Abilities and Key Attributes**

Working knowledge of utility regulatory and legislative issues required. Must possess strong strategic and political skills to advance the Association in its advocacy efforts. Must be able to manage many projects simultaneously. Exceptional communication, organizational, analytical, writing, editing, and interpersonal skills required. Must be able to work well in a team-oriented environment.

#### **Education and Experience**

Law degree and 5-7 years of experience on Capitol Hill or in a federal agency, trade association, law firm, or consulting firm required. Specific experience working on telecommunications and water issues strongly preferred.

#### **Duties and Responsibilities Include**

- Advocates for telecommunications, critical infrastructure, cyber security, water and consumer issues on behalf of over 200 public utility commissioners in all fifty states and U.S. protectorates before members of Congress, committees, and staff.

- Establishes and maintains relationships and liaises with House and Senate committees and staffers on key issue areas.
- Drafts testimony and comments for association members before House and Senate committees and federal agencies.
- Develops and implements association legislative strategy and advocacy for relevant issue areas in collaboration with a diverse NARUC membership and committees.
- Provides staff support to NARUC's Telecommunications, Water, and Consumer Affairs Committees and staff subcommittees and other committees/staff subcommittees, such as Critical Infrastructure, as appropriate, including answering members' inquiries and requests.
- Works with other members of the policy staff to support the Washington Action Committee, including providing strategic advice to members and senior staff focused on member grassroots advocacy.
- Works in collaboration with NARUC officers and members, the Executive Director, and other NARUC senior staff to develop long-term and short-term goals, strategies and activities that meet the objectives of NARUC's strategic plan.
- Prepares reports and other documents and recommends appropriate action on telecommunications, technology, and water issues.
- Assists with the preparation of legal filings before federal courts and agencies, including drafting, editing, and submitting such filings.
- Attends meetings, briefings, and events on Capitol Hill, at federal agencies, and at other venues to gather information and/or brief lawmakers and staff on telecommunications, technology, and water issues and legislation.
- Promotes NARUC as the source of expertise regarding state telecommunications and water regulation to Congress, government agencies, trade associations, and other parties.
- Serves as a NARUC representative to external groups, government agencies, trade associations, and other parties on telecommunications, technology, and water issues in the absence of other available NARUC officials or members.
- Writes federal legislative updates and presents at association meetings, industry forums and conferences nationwide.
- Attend all three of NARUC's national meetings each year to support assigned

committees and association members as needed.

- Other duties as assigned.

At NARUC, we offer outstanding benefits and take pride in our collegial, supportive work environment. We invite all interested candidates to apply.