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Position Available – Regulatory Policy Advocate Public Citizen’s Congress Watch division

Public Citizen is a national, non-partisan, public interest group with over 150,000 members and activists. The Congress Watch division conducts public education campaigns and advocates before the Congress and administrative agencies on money in politics, open government, corporate accountability, consumer protection, access to justice, transportation, and public health and safety.

GENERAL DESCRIPTION OF POSITION: The Regulatory Policy Advocate will establish and implement an ambitious research and advocacy agenda on the federal regulatory process, with a focus on the Office of Management and Budget and, in particular, the Office of Information and Regulatory Affairs.

RESPONSIBILITIES:

- Advocate on legislation and proposed regulations. Meet and correspond with legislative and executive officials and staff.
- Research and write reports, fact sheets, letters, testimony, and comments on proposed rules and policies.
- Develop and maintain media relationships and respond to inquiries. Coordinate with communications division in writing editorial board memoranda, press releases, letters to the editor, and opinion editorials.
- Work closely with the Director on fundraising, including outreach to foundations, written proposals and reports, and electronic solicitations.
- Work with and when necessary organize coalition partners.
- Other duties as assigned.

QUALIFICATIONS: J.D. preferred. Expertise on the regulatory process, and three years of experience with legislative or regulatory advocacy. Outstanding analytical thinking, political judgment, and oral and written communication skills. Collaborative spirit, high energy, and enthusiasm.

SALARY AND BENEFITS: Competitive non-profit salary commensurate with experience; good medical and dental coverage; three weeks paid vacation for new employees.

To apply: Send cover letter, resume, and writing sample to applicant@citizen.org. Please include your last name and the position for which you are applying in the subject line of your email and in the filenames of attachments.