

# TENNESSEE EDUCATION ASSOCIATION

## Management Vacancy Posting

### Manager of Government Relations and Research

The Tennessee Education Association (TEA) is seeking qualified applicants for the position of Manager of Government Relations and Research. This role is essential in building relationships with policymakers, fostering partnerships, influencing legislation, impacting elections, and advancing the organization's mission to advocate for Tennessee's students and the public education profession to create great public schools.

The candidate who fills this position will be responsible for assisting with the development of TEA's legislative agenda; serving as TEA's chief lobbyist; managing TEA's government relations team and outside lobbyists; identifying and developing relationships with external partners, legislators and other elected officials to enhance the effectiveness of the Association; assist in drafting legislation; training members and staff on legislative action and community activism; coordinating and managing research projects; and strengthening TEA affiliate PACs. The ideal candidate will have a deep desire to learn the political ecosystem of Tennessee and a strong desire to advocate for educators and the students they serve. We are looking for a candidate who brings credibility to the work, can foster an inclusive environment, and takes the initiative to move the work forward with new ideas and results.

In this managerial leadership position candidates must be willing to travel across the state and be available to work evenings and weekends to support staff and local affiliates across TN and attend national meetings when necessary. This manager will need to reside in or near the Nashville area and must have a valid driver's license and reliable transportation.

#### Qualifications

- Bachelor's degree required; advanced degree preferred
- Demonstrated passion for public education
- Experience in legislative lobbying and developing political strategy
- Demonstrated success in strategic planning, developing action plans, and executing political campaigns
- The ability to research and analyze state funding
- Experience in using research and statistical software
- Proven ability to handle confidential information with discretion
- The ability to manage and supervise other professionals and volunteers
- Exceptional writing and speaking skills required with ability to present complex information clearly is essential
- Strong organization skills with a demonstrated ability to achieve high performance goals, meet deadlines, and prioritize multiple tasks in a fast-paced environment
- Strong interpersonal skills with the ability to build productive relationships with members, stakeholders and staff
- Experience or knowledge of advocacy software tools, platforms and related programs (i.e. VAN, America Votes, Hustle. Action Network) and willingness to embrace new technology

## **Preferred Competencies**

- Experience working in state/local government, education research, public policy or related field.
- Extensive electoral campaign experience including using research to draft campaign plans and using data to make informed decisions.
- Experience in leading teams, managing staff and coordinating projects effectively.
- A flexible approach for enabling organizational change and an aptitude for problem-solving along with the capacity to successfully engage with members and affiliates.
- Commitment to the principle of progress through collective action and use the position to support efforts to strengthen the organization's membership and mission.
- The general qualifications required of a TEA manager, including a high degree of intelligence, integrity, creativity, leadership ability, and positive attitude.
- Demonstrated experience in developing membership recruitment and engagement strategies with political and legislative campaigns.
- Understanding of diversity and experience in engaging diverse group dialogue and conversation.
- Familiarity with standard procedures in budgeting, financial management, personnel management, and collective bargaining.
- Experience influencing others outside of direct reports.
- Excellent analytical skills, ability to use data to drive improvement, attention to detail, and organizational skills.
- Knowledge of non-profits and/or TN public schools and colleges.

## **Benefits and Compensation**

TEA is prepared to offer a generous and competitive salary (commensurate with experience and qualifications). Excellent fringe benefits package including family health insurance; dental, vision and life insurance; retirement and leave package.

## **Application Procedure**

Candidates who wish to apply may do so by submitting an application and resume to Executive Director, Terrance J. Gibson by emailing Jessica Holmes. Applications may be completed and submitted online at [tnea.org](http://tnea.org) or sent to the attention of Jessica Holmes at [jholmes@tnea.org](mailto:jholmes@tnea.org). Questions about the application process may be sent to Jessica Holmes via the email address above or phone at 615-242-8392. The position will be open until filled.

***Tennessee Education Association is an equal opportunity employer. Ethnic minorities and women are encouraged to apply.***