

## **U.S. Mortgage Insurers Government Relations Manager/Director**

This position will support the government relations team of a financial services association as it addresses policy deliberations that could impact the organization and industry.

### **Duties and Responsibilities:**

- Monitors and prepares written reports and analysis on congressional actions including hearings, markups, and floor debates.
- Provides written analysis of testimony, hearings, reports and data issued by congressional bodies, government agencies, trade associations or think tanks.
- Prepares substantive research on a wide range of developments that could impact policy debates affecting the organization.
- Conducts research and analysis that supports the organization's policy agenda.
- Monitors hearings, testimony and reports issued by government agencies, think tanks and interest groups that impact the organization's policy agenda.
- Engages with senior leadership of the trade association to execute organization and industry advocacy priorities.
- Conducts research on emerging technologies and financial instruments that may impact the housing finance industry or policy environment.
- Engage with key stakeholders including policymakers and staff on Capitol Hill, regulatory agencies and third-party stakeholders on issues of importance to the industry.
- Supports collaborative industry efforts (both internal- and external-facing) in conjunction with organization leadership.
- Provides support for various communications and publications produced by the government relations department and databases used by the department.
- Provides support for public events sponsored by the organization as needed.
- Some travel required.

### **Requirements:**

- Bachelor's degree in History, Political Science, Economics, Communications or other related area
- 2-5 years for Manager Level (5-7 years for Director level) of experience in the policy arena; working knowledge of the legislative process, policy experience and/or trade association, agency or think tank.
- Excellent verbal and written communication skills required.
- Analytical skills required to prepare written analysis on various policy developments.
- Knowledge of the housing, banking industry, or capital markets a plus.
- Proficiency in using a variety of computer software applications especially Microsoft office
- Experience with data visualization platforms/tools a plus.
- Ability to efficiently manage, coordinate and monitor multiple projects at multiple stages efficiently.
- Ability and proficiency working with, managing and cultivating relationships with both internal and external stakeholders. Ability to communicate and collaborate with numerous members.

### **Location:**

This position is located in Washington, D.C.

*Note: This position currently allows for flexible telework during the COVID-19 pandemic.*

Equal Opportunity Employer and takes employment action without regard to race, religion, color, sex, national origin, age, disability, veteran's status, ancestry, or sexual preference.

Please send a resume, cover letter including salary requirements and writing samples to: [careers@usmi.org](mailto:careers@usmi.org)