

Wasatch Front Regional Council

Job Description and Announcement

Government Relations Manager

The [Wasatch Front Regional Council \(WFRC\)](#) is the Metropolitan Planning Organization (MPO) and Association of Governments (AOG) for the area of Salt Lake, Davis, Weber, Morgan, Tooele, and southern Box Elder Counties in Utah. WFRC builds consensus and enhances quality of life by developing and implementing visions and plans for livable communities, a strong economy, a healthy environment, and a well-functioning, multi-modal transportation system.

WFRC is seeking a full-time Government Relations Manager to manage WFRC's government relations, legislative and policy issues at the local, regional, state and federal levels. The individual in this position will help to shape policy and funding in transportation and related land use and economic development issues that are vital to the future of our region, state and nation.

The successful candidate will work in a highly collaborative environment to address the challenges and opportunities of being one of the fastest growing states in the country. The Government Relations Manager will shape policy, legislation, and funding for regional transportation, land use, and economic development. The goal of this work is to promote good mobility and access to opportunities, clean air, a strong economy, and overall high quality of life for all the residents of the region.

WFRC will be recruiting this position remotely for the entirety of the selection process due to the COVID-19 pandemic. However, WFRC anticipates a return to its physical work location in downtown Salt Lake City sometime in 2021. WFRC's office is in a walkable and bikeable area accessible by foot, bikeshare, scooter, bus, light rail, commuter rail, and auto. Salt Lake City is famous for offering urban amenities in close proximity to world-class outdoor activities.

Description

The Government Relations Manager will serve these primary functions:

- Collaborate with local, state, and federal elected officials, agency staff, and other public and private partners and stakeholders.
- Track and analyze relevant state and federal legislation and policy developments.
- Participate in developing and implementing policies and programs designed to advance WFRC's strategic goals and short- and long-range plans, including implementation of the [Wasatch Choice Regional Vision](#).
- Participate in relevant state and national organizations and associations.
- Coordinate with communications and community relations efforts.
- Manage the work efforts of contracted consultants.
- Serve as a member of WFRC's leadership team.
- Work closely with and report to the WFRC Executive Director. Work with WFRC members and staff.

Desired skills, abilities, and knowledge

- Ability and desire to establish and maintain effective working relationships with local, state, and federal officials and staff, and other public, private, and community partners and stakeholders.
- Organizational skills to effectively coordinate and manage the efforts of multiple, disparate parties towards common goals.
- Superior verbal and written communication skills.
- Flexibility to work both independently and as part of a team.
- Political awareness and expertise, allowing for the effective management and navigation of politically sensitive issues.
- Strong analytical skills and attention to detail, with ability to think and act strategically.
- Manage and complete complex projects within specified deadlines across multiple work efforts.
- Knowledge of, and interest in, legislative and regulatory processes that affect regional transportation, land use, and economic development planning, policy, and funding.
- Maintain professionalism, integrity, and a public-service attitude.

Qualification requirements

1. Graduation from college; advanced degree in Public Administration, Public Policy, Political Science, Law, or related field; AND
2. Five (5) years of relevant experience related to above duties; two (2) years of which must have been in a lead or supervisory capacity; OR
3. An equivalent combination of education and experience.

Compensation and benefits

Competitive compensation, commensurate with experience and responsibility. Full benefits package including pension through Utah Retirement System; 401k / 457 with employer match up to 7.65%; medical, dental, vision, life insurance; vacation; sick leave; and paid holidays and paid personal days.

To apply

Those interested in this position should submit a letter of interest outlining their experience and qualifications (1 - 2 pages) and a resume by email to Amber Gonzales, amber@wfrfc.org. Applications may be reviewed on a rolling basis as they are submitted; applicants are encouraged to apply at their earliest convenience. However, all applications are due no later than January 10, 2021. For further information, contact Amber Gonzales at (801) 363-4250 x1122. For general information please visit our website at www.wfrfc.org.

The Wasatch Front Regional Council is an Equal Opportunity Employer.