



Government Relations Director Job Description

Conservation Voters of South Carolina is the political voice of South Carolina's environmental community. CVSC is a bipartisan, non-profit organization that, along with its sister organization the CVSC PAC, passes laws that protect our environment, elects pro-conservation candidates, and holds elected officials accountable. The CVSC Education Fund also works to educate and engage South Carolinians "to protect the South Carolina we love." We effectively fight for our air, land, and water through bipartisan and pragmatic political action.

Scope of Position: CVSC seeks a highly motivated person with experience in legislative strategy to join the CVSC leadership team and lead the organization's comprehensive government relations efforts. The position will report to the Deputy Director and serve on the CVSC leadership team, working closely with the Strategic Partnerships Director and Executive Director to advance statewide policy to protect the air, land, and water of South Carolina. The ideal candidate is an experienced and effective government relations strategist and lobbyist with demonstrated experience working with government officials and stakeholders to advance public policy.

Location: Based in Columbia, South Carolina, with option for remote working. During legislative session (January – June) a consistent physical presence will be necessary in Columbia, where CVSC has a physical office. Occasional day and overnight travel will be required.

Specific Responsibilities:

- Work with CVSC team to craft and implement ambitious multi-year vision and strategy for advancing CVSC's legislative priorities in the South Carolina General Assembly.
- Leads the organization's Government Relations team as primary registered lobbyist for the organization, supervising contract and staff lobbyists and coordinating with issue-specific Project Managers to advance a broad set of clean energy, climate resilience, and environmental policy goals that help to tackle systemic environmental, racial, and economic inequities.
- Oversees the creation of the biennial Conservation Scorecard and any legislation-specific accountability efforts to educate citizens on the voting records of legislators.
- Communicates legislative strategy and action opportunities to CVSC staff, external supporters, and partners, including the publication of CVSC's weekly "Conservation Legislative Hotlist" blog and email.
- Track, monitor, and analyze legislation, attend hearings, workgroups, and other meetings.
- Builds and maintains a diverse set of positive working relationships with legislators and legislative staff, collaborating and coordinating with policy experts, partner organizations, lobbyists, consultants, community leaders, businesses, and grassroots organizers;
- Performs other duties as assigned.

Required Qualifications

- At least 4-5 years of experience working to advance public policy at a statewide level.
- At least 3 years of experience in supervising full-time staff and/or contractors, with a demonstrated ability to inspire action, lead by example, and instill purpose into daily operations of the organization.

- A strategic approach to project management that can identify long-term opportunities and create strategies that thoughtfully help a committed team achieve incremental milestones that build towards these goals.
- Demonstrated ability to develop collaborative, productive, respectful relationships with leaders and organizations representing a variety of interests and perspectives.
- Experience with grassroots and grasstop advocacy and how these efforts can amplify and support direct lobbying efforts.
- Strong problem-solving skills and ability to adjust strategies and workplans in real time.
- Excellent written and verbal communication, including negotiation and public speaking skills.
- Strong attention to detail, fast and willing learner, strong organizational skills and ability to follow up and meet deadlines.
- Demonstrated awareness of one's own cultural identity, views about difference, and the ability to learn and build on varying cultural and community norms. Shares our commitment to increasing racial justice and equity in our movement and organization, integrating these principles into all of the work we do and ensuring an inclusive organizational culture.
- A personal approach to diversity, equity, inclusion, and justice that values the individual and respects differences of race, ethnicity, age, gender, sexual orientation, gender identity, religion, ability and socio-economic circumstance.

Preferred skills and qualifications

- A knowledge of the South Carolina political environment, particularly within the South Carolina General Assembly.
- A passion for conservation and environmental efforts to protect our air, land, and water.
- Knowledge and understanding of environmental issues and the types of policies used to advance environmental protection and climate action at the local and state levels.

Work environment: CVSC is a mission-driven organization whose staff are deeply passionate about advancing environmental policy in a just and equitable way. We are seeking another effective, productive, enjoyable and highly ethical member of the team who will take responsibility and leadership for implementing assigned tasks.

Terms of employment: The position is full-time, contingent on continued funding (grants and individual donations). This includes a 40-hour workweek with the need for flexible scheduling, depending on the nature of an issue or timeframe. Occasional out of town travel will be required.

CVSC is an Equal Opportunity Employer committed to a racially just, equitable and inclusive workplace.

Salary/Benefits: CVSC offers a competitive non-profit sector salary for this position in the \$75,000 - \$85,000 range, depending on qualifications. CVSC also offers a robust benefits package that includes full health, vision, dental, and short-term disability insurance, retirement contributions, and generous personal time off and state holiday schedules.

Application Instructions: Please submit your resume and a cover letter that addresses how your expertise matches the job description and why you want to work to protect the air, land, and water of South Carolina to jobs@cvsc.org with Government Relations Director in the subject line. The position will remain open until filled.