

GOVERNMENT & EXTERNAL RELATIONS POSITION FOR A STATEWIDE TRADE ASSOCIATION

TITLE: Director of Government & External Relations

CATEGORY: Full-time

REPORTS TO: President & CEO

HOURS: Standard 9:00 a.m. to 5:00 p.m. with weekly evening events and infrequent weekend hours

TRAVEL: Frequent travel around New Jersey, occasional travel to Washington, D.C.

COMPENSATION: Commensurate with experience

BENEFITS:

- 401(k)
- Dental Insurance
- Health insurance
- Health savings account
- Paid time off

POSITION OVERVIEW

In this role, the candidate will serve as an advocate, trusted partner, and exceptional resource for the Association by assisting and supporting various functions, including government affairs, external relations, and communications. The main objective of the Director of Government & External Relations will be to represent HINJ before government officials and engage stakeholders to build support for public policies that protect patient access and innovation, and to highlight and promote the value New Jersey's life sciences community offers to global human health and our state's workforce and economy.

DESCRIPTION OF PRIMARY RESPONSIBILITIES:

In consultation with and at the direction of the President/CEO, the Director of Government & External Relations will:

Government Relations

- Identify, analyze, prioritize, track, and assist in influencing any legislative and/or regulatory proposals relevant to patient access and innovation.
- Engage and build relationships with government officials, regulators, and policymakers.
- Attend legislative committee hearings in Trenton and deliver public testimony when necessary.
- Build and maintain relationships with member companies, legislators, and regulators.
- Assist with the planning and executing of internal government relations conference calls and committee meetings.
- Represent the Association at political events statewide and assist with executing political strategy.

Communications

- Assist with crafting and executing communications activities, including social media, press releases, op-eds, newsletters, and earned media.
- Assist with the editing and preparation of the organization's internal communications vehicles, meeting materials, and publications.
- Lead the Association's strong and sustained social media efforts on X, Facebook, and LinkedIn to promote organizational goals.
- Expand the scope, reach, and following of the Association's social media audience and engage additional stakeholders.
- Amplify the Association's activities and accomplishments via social media promotion.

External Relations

- Represent the Association to and engage with external stakeholders, including patient advocacy organizations, business groups, academia, organized labor, healthcare trade associations, and other New Jersey stakeholders.
- Recruit new and maintain existing relationships with external stakeholders to expand support for public policies that encourage and foster patient access and innovation.

- Build coalitions among these and other stakeholders in furtherance of public policies related to patient access and innovation.
- Develop and implement strategic events and grassroots campaigns with these stakeholders to raise awareness of and encourage public policies that promote patient access and preserve the innovation ecosystem.

QUALIFICATIONS:

- Five to ten years of experience in the political, government, or public affairs space with a keen understanding of the political landscape across New Jersey.
- Proven success as a policy and legislative advocate at the state level; federal encouraged.
- Strong ability to multi-task and manage multiple projects simultaneously.
- Experience in media relations and social media, including issues management. Strong social media skills.
- Excellent organizational and interpersonal skills, good judgment, team player, flexible, and creative.
- Strong writing and event management skills.
- Possesses the highest level of work ethic and integrity.
- Strategic thinker and consensus builder able to coordinate multiple views and perspectives.
- Ability to bring clarity and new ideas to complex problems.

About the HealthCare Institute of New Jersey

The HealthCare Institute of New Jersey (HINJ) (www.hinj.org) is a state-based trade association representing New Jersey's research-based biopharmaceutical and medical technology companies.

To Apply

Please submit a resume and letter of interest to communications@hinj.org.