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## **Position Available – Regulatory Policy Associate Public Citizen’s Congress Watch division**

Public Citizen is a national, non-partisan, public interest group with over 500,000 members and activists. The Congress Watch division conducts public education campaigns and advocates before the Congress and administrative agencies on money in politics, open government, corporate accountability, financial regulation, public health and safety, and access to justice.

**GENERAL DESCRIPTION OF POSITION:** The Regulatory Policy Associate will support Congress Watch’s policy and advocacy on the federal regulatory process; educate the public, the media and policy makers on the need for effective public safeguards for our environment, food, pharmaceuticals, workplaces, and consumer products; and play a leading role in Congress Watch’s substantial coalition work on regulatory policy.

### **RESPONSIBILITIES:**

- Work closely with the Regulatory Policy Advocate, Congress Watch Deputy Director and Vice President of Legislative Affairs to identify emerging issues and advocacy needs, and will occasionally take the lead in developing policy.
- Assist in planning and executing legislative and regulatory advocacy campaigns. Research and write white papers, reports, fact sheets, letters, testimony, and comments on proposed rules.
- Advocate for the regulatory priorities of Public Citizen before administrative agencies and identify opportunities to engage when agencies are not acting on those priorities. Work collaboratively with the Regulatory Policy team to develop techniques to monitor regulatory activity at administrative agencies, including through use of FOIA requests.
- Along with the Regulatory Policy Advocate represent Public Citizen in public forums. Work with and organize coalition partners, as well as individuals affected by policies on which Public Citizen advocates.

In conjunction with communications staff, develop and maintain media relationships and respond to press inquiries. Write editorial board memoranda, draft press releases, submit letters to the editor, opinion editorials, and craft regular blog posts and social media content.

**QUALIFICATIONS:** Graduate Degree or J.D. as well as expertise in regulatory policy, and at least three years of experience with legislative or regulatory advocacy preferred. Outstanding analytical thinking, political judgment, and oral and written communication skills. Strong drives to self-start and self-finish. Collaborative spirit, high energy, sense of humor, and enthusiasm.

**SALARY AND BENEFITS:** Competitive salary between \$69,179 to \$114,753 is dependent on relevant experience and qualifications and generous benefits package. Public Citizen staff are represented by SEIU Local 500 and our salaries are set according to our collective bargaining agreement. Public Citizen does not negotiate salaries. This is a grant contingent position.

Public Citizen is an equal opportunity employer.  
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We offer a competitive salary and great benefits which include:

- Great medical and dental coverage, including full coverage for children
- Three weeks paid vacation for new employees, plus five personal days
- 401K plan with a 5% contribution from PC after one year of employment
- 12 weeks of paid parental leave after one year of employment
- Sabbatical after 10 years of employment
- Student loan reimbursement program

**TO APPLY:** Send cover letter, resume, references, and writing sample to [anarang@citizen.org](mailto:anarang@citizen.org). Please include your last name and the position for which you are applying in the subject line of your email and in the filenames of attachments.