



# Director of Government Relations

*Salary Range: DOQ*



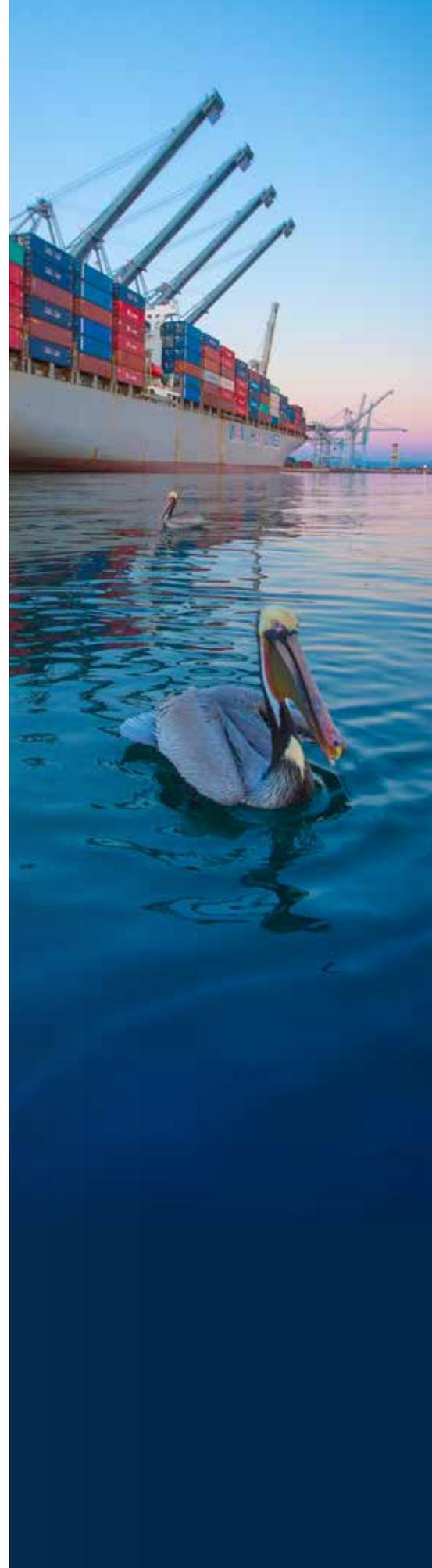
Port of  
**LONG BEACH**  
The Green Port

# The Position

The Director of Government Relations develops and implements the Port's political engagement strategy. The position is high-profile and represents the Port in front of key government officials and policymakers. Under the direction of the Deputy Executive Director of Administration and Operations, the Director of Government Relations supports the Port of Long Beach by monitoring and analyzing legislation and regulatory actions, crafting responses and recommendations to proposed legislation, and initiating, cultivating, and leveraging relationships with federal, state and local elected officials, regulatory agencies and key policymakers to effectively channel the goals and desires of the Port.

## Examples of Duties

- Leads the strategic direction for the Government Relations Division in order to align its services with the overall mission of the organization;
- Provides leadership and direction to the Government Relations Division, establishing goals and objectives, measuring performance, and ensuring an effective, customer-oriented service level is attained;
- Tracks ongoing legislation and news stories affecting the Port operations; provides timely research background information, bill analysis, technical assistance and recommendations regarding various legislative issues to executive management;
- Collaborates with the Board of Harbor Commissioners and executive management in directing legislative priorities; coordinates with and advises state and federal contracted lobbyists regarding legislative priorities to ensure that Port strategies are effectively communicated;
- Oversees and directs the development and administration of the Government Relations Division annual budget;
- Fosters and maintains effective working relationships with business and community based organizations;
- Performs other duties as required





## The Ideal Candidate

The Port of Long Beach has an outstanding international reputation and is highly regarded for its progressive and customer service-focused environment. It is a fast paced, collaborative, diverse, and results-oriented organization. The Port seeks a seasoned and strong professional with outstanding interpersonal and communication skills combined with high emotional intelligence. This progressive leader will have a background in government affairs, public relations, and/or legislative advocacy, preferably with experience in a maritime organization. S/he will understand the operations of local government, navigate through the processes and be able to achieve established departmental and organizational goals. This leader will have a strong sense of business and appreciation for transparency. Ideally, this person will bring significant connections in the legislative environment from Sacramento and/or Washington, D.C.

The successful candidate will be professional, poised, and comfortable when giving public presentations. S/he will be a problem solver and be able to analyze and make sound recommendations on complex public policy, management, and administrative issues. This person will understand, interpret, explain, and apply Port policy and procedures and the implications of local, state, and federal laws, regulations, or court decisions applicable to the Port's business. S/he will exercise sound, expert, professional judgment and apply a seasoned political acumen within broad general policy guidelines. This leader will also exercise tact and diplomacy in dealing with sensitive, complex, and confidential issues and situations, as well as establish and maintain effective working relationships with Commissioners, other elected and appointed government officials, industry/business executives, city departments, professional and community groups, consultants, developers, employees, and the public. Possessing and displaying integrity is of paramount importance.

# Education and Experience

## Education:

- A Bachelor's degree in Government Relations, Economics, Public Relations, Political Science, Public Administration, Public Policy, Law, Business, or a related field
- Master's Degree, MBA or Law/JD degree desirable

## Experience:

The successful candidate will possess no less than 10-15 years of increasingly responsible professional experience in policy development, legislative research and advocacy, or intergovernmental relations, including:

- Strong leadership background, with experience as a number one or number two in a similar organization
- Previous experience managing relationships with elected officials, lobbyists, consultants, and media relations
- Thorough understanding of legislative processes, including a proven track record of successful advocacy and winning legislative battles

# Compensation

Compensation and benefit package will be competitive depending on the experience and qualifications of the chosen candidate.



# Benefits

**Deferred Compensation:** several plans available

**Retirement:** CalPERS 2% @ 62, coordinated with social security (with a 6.5% payroll contribution)

**Group Health Insurance:** medical (an HMO and a PPO) and dental options (two plans to choose from) available for employee and dependents

**Life Insurance:** City-paid life insurance policy of \$20,000 plus executive insurance benefit equal to three times annual salary up to a maximum of \$500,000

**Disability Insurance:** City-paid short- and long-term disability insurance

**Vacation:** 12 days after one year of service; maximum of 20 days after 19.5 years of service

**Sick Leave:** 8 hours per month

**Executive Leave:** 40 hours per year

**Holidays:** 9 designated holidays per calendar year, plus 4 personal holidays

**Bereavement Leave:** 3 days for death or critical illness of immediate family member plus 3 days of accrued sick leave

**Transportation:** \$450 monthly auto allowance or mileage reimbursement in compliance with the IRS regulation, upon approval of the Executive Director

**Annual Physical:** provided by the City





# Application and Recruitment Schedule

This position is open until filled. To be considered for this exceptional career opportunity, submit your résumé, cover letter, and a list of six work-related references (two supervisors, two direct reports and two colleagues) by the first résumé review date of **Friday, April 19, 2019 at 5:00 PM Pacific Daylight Time**. Résumé should reflect years and months of employment, beginning/ending dates as well as size of staff and budgets you have managed. The cover letter should express a desired salary expectation if selected for this position.

To be considered for this extraordinary opportunity, please go to our website to submit your application: <https://secure.cpsr.us/escandidate/JobDetail?ID=446>



For further information contact:

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Website: [www.cpsr.us](http://www.cpsr.us)

Résumés will be screened in relation to the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the consultants. Candidates deemed most qualified will be referred to the City. Selected candidates will be invited to participate in further interview and selection activities. An appointment will be made following comprehensive reference and background checks.

This information is available in an alternative format by request to the Port of Long Beach Human Resources Division at (562) 283-7500. If you require an accommodation because of disability in order to participate in any phase of the application/selection process, please submit your request in writing when submitting your application or call the number above.

Incomplete application packets will not be considered. The Port of Long Beach, working in concert with CPS HR Consulting, reserves the right to determine the best combination of education and experience required for the position.



## The Port

The Port of Long Beach is one of the world's busiest seaports and is a leading gateway for international trade. Founded in 1911, it has grown to 3,200 acres and moves \$180 billion in trade each year. The Port of Long Beach is the second busiest container port in North America. East Asian trade accounts for more than 90 percent of Long Beach shipments with the top trading partners being China, South Korea, Japan, Hong Kong and Taiwan. The Port of Long Beach is the City of Long Beach's Harbor Department and is governed by the Long Beach Board of Harbor Commissioners. The Port's Executive Director is appointed by the Board and is responsible for overall Port activities. With over 500 employees and annual operating revenues of nearly \$400 million, the Port of Long Beach is a landlord port that leases and acquires property for port development. The Board of Harbor Commissioners leases port shipping terminals and other facilities to private entities, and revenues are reinvested in new facilities and port-related improvements. In 2005, the Board of Harbor Commissioners adopted a Green Port Policy that has positioned the Port as the leader in the area of environmental stewardship. To learn more about the Port, go to [www.polb.com](http://www.polb.com).

## The Community

Majestically located on the Pacific Ocean between Los Angeles and Orange County, the City of Long Beach, California is often described as a series of strong, diverse, interwoven smaller communities within a large city. Enjoying an ideal southern California climate, Long Beach is home to an abundance of cultural and recreational options. The Long Beach Convention Center, Aquarium of the Pacific, Queen Mary, the annual Grand Prix of Long Beach, the Long Beach Sea Festival, and a wide variety of other attractions serve to draw over six million visitors each year. The city is also home to California State University, Long Beach, ranked one of the best value public colleges in the nation, and Long Beach City College, one of the largest community colleges in California.

While offering all the amenities of a large metropolis, Long Beach has the added benefit of having maintained a strong sense of community and cohesiveness despite its size. Long Beach is the seventh largest city in California and celebrates its vibrant diversity. A superb climate, quality schools, vibrant downtown and a wide variety of neighborhoods help make Long Beach one of the most livable communities in the country.