

## Associate Director–Government Relations

The Independent Bankers Association of Texas (IBAT) is one of the leading state banking associations in the country. Our mission is to provide resources, compliance assistance, education and advocacy to community banks. The Associate Director–Government Relations is an exempt-level position that focuses on legislative and regulatory advocacy, assisting in formulating and executing objectives, policies and strategies to represent the interests of IBAT and its membership with the Texas Legislature, United States Congress and state and federal agencies.

### **Job Responsibilities:**

1. Direct engagement in legislative and regulatory advocacy activities of the association.
2. Direct involvement in PAC fundraising, maintenance and contributions to candidates. Responsibilities may include processing check requests, compiling reports and assisting with appropriate ethics filings.
3. Contribution of written materials for the association’s communication functions on a regular basis.
4. Direct involvement in public relations functions, including representation of the association in various public forums.
5. Coordination or creation of regulatory comment letters and legislative correspondence in conjunction with IBAT’s Compliance Team.
6. Assists/coordinates special projects as directed by the President and CEO or Director–Government Relations.
7. Other duties as assigned by the President and CEO or the Director–Government Relations.
8. Works with all other staff in completing high-priority projects and any other “team” efforts as needed.

### **Requirements:**

- Extensive familiarity with the legislative and regulatory process, preferably in Texas.
- Ability and willingness to travel as needed.
- Outgoing, collaborative personality and a “team player.”
- Excellent verbal and written communication skills.
- Commitment to community bank advocacy and a willingness to expand knowledge of the industry.

If you are interested in this position, [please email your résumé to Ursula Jimenez](mailto:ujimenez@ibat.org) at [ujimenez@ibat.org](mailto:ujimenez@ibat.org).