



## **Minnesota Craft Brewers Guild Government Relations Consultant (Contract Position)**

### **Government Relations Consultant Description:**

Minnesota Craft Brewers Guild is seeking a nonpartisan Government Relations Consultant (GRC) to advance our advocacy efforts at the State Capitol. The GRC would make an impact on our policy efforts by developing relationships with state and local lawmakers, educating policymakers about our mission and work, and sharing our research and policy proposals. This position works under the direction of the Executive Director of the MNCBG. The GRC would act as “boots on the ground” to ensure the MNCBG is regularly communicating and connecting with influential stakeholders. The GRC will not act as the primary lobbyist for the organization but may be required to register as an MNCBG lobbyist by state law.

### **Essential Functions/Key Responsibilities**

- Manage relationships and maintain regular communications, both in-person and digitally, with internal and external partners and stakeholders
- Support the Executive Director managing day-to-day information needs and communication requests from internal and external stakeholders
- Assist in setting meetings with legislators, making connections, and leveraging existing contacts to help move the MNCBG legislative agenda forward
- Help gather information about current legislative initiatives put forth by related industries
- Monitor progress of MNCBG and related bills that may affect the legislative efforts of the MNCBG
- Regularly interact with both the House and Senate Commerce Committees, key party leadership, administrative offices (i.e. AGED, Public Safety), and additional committees that may impact MNCBG initiatives
- Connect with the Executive Director at least twice per week on key initiatives and progress
- Provide support and consultation to the Executive Director on legislative processes
- May be asked to do additional research on subjects related to key initiatives

### **Qualifications**

- Bachelor’s degree in political science, public policy or communications preferred
- Minimum of 5-years professional experience
- Knowledge of the MN state legislative process
- Experience supporting legislative or policy-related initiatives
- Excellent written, verbal, and interpersonal communication skills
- Sound judgment, able to be nonpartisan and maintain confidentiality
- Attention to detail, able to meet deadlines
- Able to work independently and as part of a team, and to take direction
- Able to prioritize multiple projects and assignments
- Able to do online research and write clear and concise analyses
- Capable of working in a fast-paced, complex work environment
- Commitment to equity, diversity, and inclusion

### **Preferred:**

- Experience working in government relations at the MN state legislature
- Experience tracking legislative contacts and policy changes
- Connections to both representatives and senators and their staff, as well as other influential individuals at the legislature
- Experience in/familiarity with MN liquor and alcohol regulations and policies