About the Almond Alliance

The Almond Alliance of California (formerly known as the Almond Huller and Processors Association) was established in 1980 to serve the almond industry in a capacity that isn’t available through any other organization. The Almond Alliance represents 80% of the almonds processed in California. Over the last year industry and association leadership have undergone a strategic planning and implementation process to ensure the association is positioned to serve our members and industry now and into the future. The Almond Alliance of California is the only trade association fully dedicated to advocating and protecting the almond industry.

The Manager of Government & Political Affairs will develop and implement an advocacy strategy to ensure the viability and sustainability of the California almond community through legislative and regulatory advocacy.

Mission Statement:

The Almond Alliance of California is dedicated to innovative leadership and advocacy, ensuring the sustainability and success of the California almond community.

Vision Statement:

It is the vision of the Almond Alliance of California to be the premier advocate dedicated to the California almond community.

Core Values:

Integrity, Member Driven, Community Stewardship, Collaboration, Proactive

To Apply:

Submit your resume and cover letter by September 5th to:

Kelly Covello
kcovello@almondalliance.org
1211 L Street Modesto CA, 95354
Position: Manager, Government & Political Affairs
Full time: Exempt
Salary: Competitive, Dependent on Experience
Benefits: Health and Retirement

Responsibilities

- Develop the Alliance’s advocacy plan and legislative agenda and the Alliance’s policy strategy to achieve designated legislative goals at both the State and Federal levels
- Advocate on legislative and regulatory issues through private meetings, coalition building and public presentations to key stakeholders
- Monitor legislative and other governmental activity on policies important to the Alliance
- Work with the Alliance’s lobbyists to execute legislative agenda and policy strategy
- Identify and track key legislation and testify on behalf of the Alliance before the State and Federal legislatures
- Serve as the lead Alliance interface with the State and Federal governments, organizing, managing and executing outreach efforts and presentations to various stakeholders
- Build and strengthen the Alliance’s relationships with Federal, State and Local stakeholders, trade associations and business groups
- Identify new strategic legislative and regulatory partnerships with organizations who have mutual interests
- Conduct research and analysis of emerging issues of political and/or regulatory consequence to the almond industry
- Draft position papers, briefing materials, technical documents, white papers, and presentation materials on relevant legislative and policy issues
- Develop and implement appropriate communications tools and materials for disseminating key messages including briefs, FAQ’s, letters, speaking points, brochures, articles and presentations to government and industry stakeholders
- Represent the Alliance in a variety of community and industry meetings and serve on the committees and/or boards of select organizations to build and maintain relationships with a wide range of key stakeholders and partners
- Enhance and grow the State and Federal Almond Industry PACs through efforts such as fundraising and development and implementation of a strategic expenditure plan.
- Serve as Staff Liaison for the Alliance’s Government Affairs and Political Action Committees
- Assist in the development of a reputation management strategy with State and Federal policy makers
- Develop responses for and respond to media inquiries
- Assume new duties as assigned by the Board and/or President
Requirements for the position

- Educational/Experience Requirements
  - Bachelor’s degree from an accredited college or university in Political Science, History, Business, Agriculture, or related field, or the equivalent (Required)
  - 5-10 years of experience in government affairs, lobbying or public affairs activities (Required)
  - Experience working in the Agricultural Industry (Preferred)

- Physical Requirements
  - Sit for extended periods of time
  - Frequently stand and walk
  - Occasionally reach, twist, turn, kneel, bend, squat, and stoop
  - Normal manual dexterity and eye-hand coordination
  - Lift and move objects weighing up to 25 lbs.
  - Corrected hearing and vision to normal range

- Intellectual Requirements – ability to:
  - Analyze problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of organizational goals
  - Establish and maintain effective working relationships with those contacted in the course of work
  - Communicate clearly and concisely, both orally and in writing
  - Develop, interpret and implement goals, objectives, policies, procedures, work standards and internal controls
  - Exercise sound, independent judgment within general policy guidelines
  - Manage performance of a variety of technical research and prepare reports of findings
  - Effectively utilize standard office equipment, including: computers, office software, telephones, copy machines and fax machines
  - Establish and maintain cooperative working relationships
  - Work with outside lobbying and/or consulting firms on projects or legislative efforts

- Typical Working Conditions
  - Work is typically performed in office and occasionally outdoors
  - Continuous contact with other staff, members and the public
  - Office is based in Modesto but flexible work arrangements are available

- License Requirements
  - Possession of a valid California driver’s license