



North Carolina League of Municipalities

INVITES YOUR INTEREST IN THE POSITION OF

Director Of Urban Affairs



NCLM – AN EXCEPTIONAL OPPORTUNITY



ABOUT NORTH CAROLINA AND THE RALEIGH AREA

Raleigh and the surrounding region enjoy an excellent quality of life and regularly receive recognition in national “best of” lists ranking living, economic and educational benefits. Its vibrant communities provide quality schools, an abundance of dining and cultural endeavors, plenty of outdoor activities, and a pleasant climate. North Carolina has both robust urban areas and beautiful small towns, and it offers a range of natural features and ventures from the mountains to the beaches.

ABOUT THE NORTH CAROLINA LEAGUE OF MUNICIPALITIES (NCLM)

The NCLM is a member-driven organization of North Carolina’s cities and towns of all sizes from across the state. Through an active board of directors, members decide advocacy goals, direct internal and external-facing policies, and lead service initiatives. Members are dedicated to protecting local decision-making authority so that local residents can pursue their own unique visions of what their towns and cities can and should be. The League provides advocacy, education and training opportunities, legal consulting, financial and operational assistance, a risk pool, and other services to its members.

The Metropolitan Mayors Coalition is an affiliate organization of the League consisting of 33 mayors from the state’s large and mid-sized cities. Its members are focused on addressing issues unique to urban areas through relationships with local, state, and federal leaders.

THE POSITION

The NC League of Municipalities seeks a Director of Urban Affairs to serve as the League’s leading policy expert and advocate on the top policy issues for North Carolina urban areas.

Job Duties and Responsibilities

The position leads campaigns and research on these issues, developing relationships with a wide range of N.C. municipal officials, partner organizations, and state and federal decision-makers. The position is also an integral contributor to the League’s Government Affairs programming and serves as the staff liaison to the NC Metropolitan Mayors Coalition.

This position will identify urban issues of top importance to urban areas in the state and develop and execute issue campaigns, lead research, and develop subject-matter expertise on these policy issues. The director will coordinate closely with the League’s Government Affairs team on strategy and communication regarding urban issues.

As staff liaison to the Metropolitan Mayors Coalition, the director will build and maintain contacts within the Coalition membership; share noteworthy information with Government Affairs team members; manage Coalition resources, meetings, and initiatives; and provide services and support to other League affiliates in coordination with other staff liaisons.

The director will be an integral policy staff member on the Government Affairs team, sharing responsibility for membership-focused advocacy tasks, and will serve as the Government Affairs team’s leading federal policy expert. The person in this position will use grassroots engagement tactics to motivate city officials to connect with their state legislators, members of Congress, and other key decision-makers, and form and lead coalitions promoting policy positions emphasizing top issues for the state’s urban areas.

The director will contribute to the coordination and execution of the Government Affairs team’s membership programming and initiatives, convene city officials and other stakeholders to educate and promote policy objectives prioritized by the Government Affairs team, and make presentations to city officials and other relevant audiences.

The Director of Urban Affairs reports to the Director of Government Affairs. The position is based in Raleigh, NC with a hybrid on-site/remote schedule. Job functions require regular travel across the state, occasional travel out of state, and periodic work outside of standard business hours. Travel and meetings with external groups will sometimes occur on remote workdays.





Minimum Job Requirements

- Four-year college degree in public administration, government relations, communications, public affairs, or related field
- Seven or more years of advocacy experience with government, not-for-profit, or private sector organizations
- Must possess a valid Class C Driver's License

Ideal Candidate

The ideal candidate will have a professional level of knowledge acquired through an advanced degree of study in a relevant field and will also have:

- Strong relationship-building skills and a strong existing network with government officials at all levels
- Strong written and verbal communication skills
- Ability to work with stakeholders and officials of all political, geographic, educational, and economic backgrounds
- An understanding of the diverse range of urban communities in the state and their unique needs from state and federal government
- An understanding of the importance of keeping municipalities informed about state and federal programs, mandates, legislation and funding both in the short and long-term
- Ability to build coalitions and consensus among communities and stakeholders
- Ability to coordinate with a team on planning, strategy, and communication
- Ability to execute work independently
- Ability to exercise considerable tact, courtesy and discretion in frequent contact with external contacts



COMPENSATION AND BENEFITS

The expected salary for this position is within the range of \$110,000-\$132,000. The NCLM offers a comprehensive benefits package including paid sick leave, holidays and vacation, participation in the Local Government Retirement System, a 4% match to 401K and contributions to a health savings account. Relocation costs are negotiable.

HOW TO APPLY

Candidates must email to jeffhale1968@gmail.com a cover letter, resume and a list of five job-related references with names, phone numbers, and emails **no later than close of business on October 25, 2024**.

If you have any questions, please contact Jeff Hale or Johanna Reese.

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MERCER GROUP ASSOCIATES



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