



## **Immediate Position Available**

### **Director of Public Policy Preservation League of New York State**

**THE POSITION:** The Preservation League, based in Albany, New York is seeking an experienced, energetic, creative, staff leader to direct all aspects of the League's Public Policy Program. The Director will work in collaboration with staff, trustees, and colleagues of the League to set and pursue a statewide policy agenda for historic preservation in New York State that promotes the identification, restoration, protection and continued use of the state's historic buildings, neighborhoods, and other historic assets. The Director will represent the Preservation League's position on proposed and existing local, state, and national policies and programs that affect New York State's historic and cultural resources. The Director will communicate complicated issues to various audiences and constituencies and implement strategies for effective advocacy including building grassroots and stakeholder support and consensus and directly advocating for local, state, and federal policies with elected and appointed officials and agency staff. The position reports to the Preservation League's President. This is a full-time position located in Albany, New York and requires periodic travel both in and out of state.

#### **THE RESPONSIBILITIES:**

- Continually assess and report on local, state, and national policies and programs that affect New York State's historic and cultural resources.
- Work with League staff, trustees, and colleagues to craft new or improved policies and programs that promote historic preservation and protect historic resources.
- Create and advance an annual policy agenda for historic preservation in the state and build and lead coalitions to support that agenda.
- Develop and maintain strategic relationships with elected and agency officials.
- Monitor and evaluate state and federal agency budgets, programs and actions to ensure compliance with state and federal preservation law and practices.
- Prepare and deliver public comments.
- Support other League staff by providing access and strategy regarding federal, state and local government agencies as needed for program-specific issues.
- Administer lobbying filings with the Joint Commission on Public Ethics and other agencies as required by law.
- Work with League communications staff to promote the work of the Public Policy Program.
- Oversee the League's Legal Services Program, including evaluation of legal service inquiries and the assessment of the level of staff or consultant response.

#### **THE SKILLS AND EXPERIENCE REQUIRED:**

- Related degree and five years or more experience in federal or state policy work.
- Passion for historic preservation and planning issues.
- Familiarity with NYS government.
- Outstanding relationship-building skills.
- Ability to effectively multi-task under deadline and project manage.
- Strong public speaking skills and ability to write persuasively.

- A professional demeanor, strong interpersonal skills, and attention to detail.
- Curiosity, creativity, and research skills needed to assess and address emerging issues in the preservation field.
- Legal expertise a plus.

**THE ORGANIZATION:** The Preservation League of New York State invests in people and projects that champion the essential role of preservation in community revitalization, sustainable economic growth, and the protection of our historic buildings and landscapes. We lead advocacy, economic development, and education programs all across the state. [www.preservenys.org](http://www.preservenys.org)

Salary commensurate with experience. Benefits provided including medical plan, retirement program and vacation time.

**DISCLAIMER:**

This position description is only a summary of the typical functions of the job, not an exhaustive or comprehensive list of all possible job responsibilities, tasks, and duties. Responsibilities, tasks, and duties of this position might differ from those outlined in this position description and other duties, as assigned, might be part of the job.

**CONTACT:** If interested, send cover letter, resume, three references, and a writing sample to:

**Search  
Preservation League of New York State  
44 Central Avenue  
Albany, New York 12206**

**APPLICATION DEADLINE:** August 7, 2015