

# Virginia SHRM State Council

## Legislative Director

### Position Summary:

Monitor and evaluate, on a continuing basis, pending federal, state, and local legislative, regulatory, and legal activities that may have an impact on the management of human resources. Communicate SHRM legislative affairs policies and goals to SHRM chapters and members within the state. Work in close cooperation with the SHRM Government Affairs headquarters staff in carrying out these tasks.

### Responsibilities:

- Serve as a voting member of the state council and is expected to attend and participate in all meetings of the council.
- Attend the SHRM Legislative Conference and participates/organizes hill visits.
- Present legislative updates at chapter meetings and state conferences as requested.
- May assist in the development of position papers, responses to legislative and regulatory offices, etc. May initiate actions responding to these matters within the state after coordination with the SHRM headquarters staff.
- Work to develop relationships with business coalitions and other policy-making members or interest groups with shared interests in the legislative community.
- In coordination with SHRM staff, initiate action in response to legislation, regulation or legal activities in the state.
- Work closely with the state chamber of commerce and serves as the SHRM liaison to the State Management Relations Committee.
- Respond to any other requests of the state council president.

### Requirements:

- Must be an SHRM member in good standing. HRCI and/or SHRM certification highly desirable.
- Serves a three year term beginning the first day of January and ending the last day of December.