



**Job Title: Legal and Government Relations Director**

**Reports to: Executive Director**

**Type of Work:** Full-time, Salaried

**Classification:** Exempt

**Start Date:** mid-October

**Location:** Flexible in Wyoming

**Deadline to Apply:** Sept. 15, applications accepted until position is filled

**Starting salary:** Competitive and comprehensive benefits, time off, and compensation package, and a salary range of \$75,000 - \$85,000 annually

### **About the Organization**

Founded in 1967, the Wyoming Outdoor Council is the state's oldest independent conservation organization. We use western science and Indigenous traditional ecological knowledge as well as legal and policy expertise to advocate for public land, wildlife, clean air and water. We seek lasting change by striving to meet people where they are, valuing diverse perspectives, building coalitions, and practicing reciprocity. We hold government agencies, lawmakers, and industries accountable for decisions that threaten the land, wildlife, clean air and water we depend on. We are a steadfast and trusted conservation voice at the state legislature. We are a membership organization, and we support and empower people to be effective advocates in their communities.

We offer a flexible, collaborative, and team-based environment with significant opportunities to take on strategic leadership, and competitive compensation offered in tandem with an excellent benefits package. This includes health, vision, dental, and disability coverage (where WOC pays 100% of the employee's premiums); a 403(b) retirement plan with up to a 5% WOC match, paid sick leave (up to 30 days), 15 days of vacation to start plus additional discretionary days off, 11 paid holidays; additional paid religious observance leave upon approval by the executive director; a health reimbursement account, a cell phone stipend, 12 weeks of paid family leave (available twice, after 18 months of employment); and the opportunity for 8 weeks of paid sabbatical leave every five years.

The Outdoor Council is an equal opportunity employer. We prioritize fairness in salaries across the organization and the scope of responsibilities may change depending upon experience. WOC is committed to building a diverse staff, board of directors, and an organizational culture of equity & belonging where we live our values.

### **Our Values**

- We are dedicated to protecting Wyoming's environment and quality of life now and for future generations.
- In our conservation work, we lead with humility. We value diverse perspectives. We are solutions oriented.
- In our words and actions, we contribute to a respectful and equitable workplace where everyone feels a genuine sense of belonging.

- We seek creative solutions to tough problems. We are flexible and willing to change course if something isn't working.
- With kindness and honesty, we communicate directly. We respond to feedback with openness and a growth mindset.

### **About Your Role**

You will lead our policy and legal efforts in support of the overall conservation work at the Outdoor Council. You will serve on the management team with the executive director, associate director, development director, program director, organizing director and tribal conservation director. This team assists the executive director with organizational decision making and supports the work culture at the Outdoor Council.

This role requires an understanding of treaty rights and tribal sovereignty issues. You will analyze tribal political issues to organize and present recommendations in a clear, fair and logical manner.

You will:

- Partner with the executive director and program director to advance policy that secures the Outdoor Council's vision for Wyoming: protecting people, landscapes and wildlife from polluters and harmful regulatory practices.
- Work with a broad coalition of interests – government, tribes, community, business and other organizations to advance a policy and regulatory environment in harmony with Wyoming Outdoor Council's mission and vision for a vibrant Wyoming.
- Work with governmental agencies, elected officials and tribes to innovate conservation policy and programs.
- Represent the Outdoor Council in legal proceedings.
- Identify and research relevant legal issues; identify opportunities for amicus briefs; draft demand letters, legal memoranda, and advocacy letters; and follow current and pending litigation.
- Recruit, supervise, and oversee the professional development of current and future government relations, policy and legal staff, including lawyers and fellows, paralegals, and law student interns.
- Cultivate relationships with partner organizations, public interest law firms, legal service agencies, and other members of the legal community.
- Collaborate with the communications team to integrate policy and legal advocacy into publications such as public education materials, policy reports, white papers, talking points, op-eds, and press releases.
- Prepare written materials, such as briefing memos, talking points, and issue papers.
- Develop and implement a comprehensive government relations strategy to advance the Outdoor Council's legislative and regulatory priorities at the state and federal levels.
- Oversee the compilation of our annual Conservation Vote Report and lead on voter education materials like candidate questionnaires.
- Build and maintain strong relationships with Wyoming elected officials, government staff, tribes, and agency personnel.

- Research, analyze, and track proposed legislation and regulations that impact Wyoming's outdoor resources.
- Develop and deliver compelling comments for agency actions, legislative efforts, administrative proceedings, and public hearings.
- Stay informed on current events and trends related to public lands, wildlife management, ancestral lands, and outdoor recreation policy.
- Represent the Wyoming Outdoor Council at meetings, conferences, and events with government officials, stakeholders, and the public.
- Be part of a highly-functioning management team/coordinating council, working together, under the leadership of the executive director, to support the overall mission, vision, and values of the Wyoming Outdoor Council.
- Support the work of equity and belonging at the Outdoor Council.
- Attend and participate in annual staff retreat and all staff days.
- Other duties as assigned.

## **About You**

You love working on a collaborative team – you are organized and are comfortable in a leadership role. You have a robust understanding of policy and the legal framework of public lands, environmental and Wyoming State law and their intersection with the Wyoming Outdoor Council's programmatic pillars of wildlife, water, air, climate, land and tribal conservation. You have a proven ability to establish and maintain effective working relations with tribes and public, private, non-profit officials. The thought of using your legal and governmental expertise to advance a policy framework that will protect Wyoming's environment and quality of life now and for future generations, excites you intellectually and resonates with you personally. You are familiar with conservation issues in Wyoming and comfortable working with a variety of stakeholders, including conservation organizations, tribes, and other cross-sector community partners. You like meeting new people and interacting with policy makers, partner organizations, governments, and engaging strategically with these entities. You are a great communicator in both formal and informal settings. You are eager to build lasting relationships with WOC supporters and people across the State of Wyoming.

You are committed to contributing to the Outdoor Council's equity and belonging work to ensure the organization is a welcoming place for all staff, board, volunteers, community members, and organizational partners. You have experience or a passion for building relationships and working with underserved and disadvantaged communities who have historically been underrepresented in conservation efforts. You can create conservation tools that align with and respect tribal sovereignty. You have particular experience working with Indigenous communities and Tribal governments, support elevating traditional knowledge, or have the willingness to learn.

In your leadership you bring a clear vision and recognize the value of divergent perspectives. You approach leadership with a mindset of "power with" rather than "power over" and regularly include others in decision-making. You are able to make and communicate difficult decisions in the Outdoor Council's best interest.

You love Wyoming and enjoy traveling the state to attend meetings and hold events with members and supporters. You like working flexible hours. You have a valid driver's license and a clean driving record. You are experienced working on Apple devices and the standard suite of office tools and technologies. You are comfortable using Zoom, but also aware of its limitations.

And, most of all, you are committed to the mission of the Wyoming Outdoor Council.

**We strongly encourage applicants from underrepresented groups to apply.**

**To Apply**

Email a letter of interest explaining how your experience and skills make you the right person to join our team. Include a resume and three references (with contact and relationship information) to Misti Haase at [misti@wyomingoutdoorcouncil.org](mailto:misti@wyomingoutdoorcouncil.org) (please put “Legal and Government Relations Director” in the subject).