

Federal Legislative Analyst

We are currently looking for a dynamic individual to join the Federal Relations department. The Legislative Analyst will serve as the primary information contact regarding federal legislation and meetings for the Federal Relations vice president and member company lobbyists on assigned issues. Will also serve as a liaison with the Communications & Public Affairs on assigned issues and perform research duties in support of federal vice presidents and overall federal affairs efforts in the organization. Will also provide administrative support to the ACLI PAC including helping to organize ACLI PAC solicitation campaigns, monitor member company in-house solicitation campaigns, maintain and update PAC databases and assist with PAC-sponsored fundraising events for Members of Congress.

The ideal candidate will have two years of legislative, political, or legal research experience, preferably at the federal level or other relevant work experience. Understanding of Federal legislative and Committee processes. Background in taxes, retirement security, financial services and/or insurance industry issues helpful. Proficient in Word, Outlook and other software. Knowledge of and familiarity with database and website management. Ability to establish rapport easily in person and by telephone. Be organized and have strong written and oral communication skills. Must be willing to work long hours on a regular basis. To apply, please email your resume and salary requirement information to:

American Council of Life Insurers
Attn: HR Department – Legislative Analyst
101 Constitution Avenue, NW, Suite 700
Washington, DC 20001
HR@acli.com