



Legislative Researcher

Compliance & Regulatory Affairs | Washington, DC | Hybrid

ACLI seeks a detail-oriented Legislative Researcher to research, analyze, edit, and publish legislative, regulatory, and policy information for ACLI Compliance Services and related publications.

What You'll Do

- Research and analyze state legislative, regulatory, and policy developments.
- Maintain and update compliance services, law surveys, bulletins, and related publications across jurisdictions.
- Edit, classify, compare, and proof legislative and regulatory materials for accuracy and consistency.
- Support state legislative directors and manage multiple publication deadlines.

What You Bring

Required Qualifications

- Bachelor's degree in a related field or equivalent experience.
- At least two years of relevant experience.
- Strong research, editing, proofreading, writing, and communication skills.
- Excellent attention to detail and ability to manage high-volume, deadline-driven work independently and collaboratively.
- Proficiency in Microsoft 365, including Outlook, Word, and SharePoint.

Preferred Qualifications

- Knowledge of state legislative or regulatory processes.
- Experience with legal research, technical editing, compliance coordination, or issue analysis.
- Familiarity with Westlaw, Lexis, or similar research tools.
- Interest in life, annuity, and supplemental insurance issues.

Team and Work Environment

This hybrid role is based at ACLI's Washington, DC headquarters, with in-office work Tuesday through Thursday and remote work Monday and Friday.

Salary Range: \$65,000-\$72,000

How to Apply

Interested candidates should email their resume and cover letter to HR@acli.com. Please include in the subject line: ATTN: HR – Legislative Researcher.