



THE NONPROFIT ALLIANCE

VICE PRESIDENT, GOVERNMENT AFFAIRS

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About The Nonprofit Alliance

The Nonprofit Alliance (TNPA) is a leading voice advocating for the nonprofit sector, representing organizations that are committed to advancing their missions through ethical, effective practices and responsible stewardship. As a member-driven association, TNPA works to protect and strengthen the ability of nonprofit organizations to serve their communities by advocating for balanced legislative and regulatory solutions, providing education on critical policy issues, and fostering collaboration across the sector.

Through strategic advocacy, member engagement, and coalition building, TNPA addresses the complex challenges facing nonprofits today, including data privacy regulations, tax policy, charitable giving incentives, and operational practices. Our work ensures that nonprofits can continue to fund their programs and deliver their missions effectively in an ever-changing landscape. We invite passionate professionals who share our commitment to the nonprofit sector to join our dedicated team in making a meaningful impact on the organizations that change the world.

About This Role

As a member of the senior leadership team, the Vice President, Government Affairs reports directly to the CEO and works as a strategic partner with the Regulatory Counsel and the Board of Directors in driving the growth and impact of The Nonprofit Alliance (TNPA) and The Nonprofit Alliance Foundation (TNPAF). This position holds executive accountability for the organization's government affairs outcomes, which are critical to TNPA's overall mission success and organizational sustainability.

POSITION REQUIREMENTS:

- Twelve or more years of progressively responsible experience in government affairs and advocacy leadership, preferably within a nonprofit organization, trade association, or other membership-based organization.
- Proven track record of delivering measurable advocacy results that have directly contributed to organizational success.
- Established network and relationships across federal government branches (legislative, executive, and regulatory).
- Deep knowledge of policy issues facing nonprofit organizations, particularly related to fundraising, data privacy, tax policy, and charitable giving.
- Track record of successfully engaging with a variety of constituencies and an ability to present complex policy information that is relatable to both experts and novices.

- Expertise in PAC management, including required filings, donor engagement, financial oversight and reporting, and contribution management.
- Experience in grassroots and grasstops advocacy mobilization.
- Proficiency with digital advocacy platforms, CRM tools, and other advocacy technologies.
- General understanding of and openness to AI tools and their applications in advocacy and government affairs.
- Strategic thinking and executive decision-making to manage multiple tasks simultaneously and thrive in a busy environment with multiple priorities.
- Solid judgment and demonstrated ability to manage multiple tasks simultaneously and thrive in a busy environment with multiple priorities.
- Excellent communication and presentation skills.

POSITION RESPONSIBILITIES

Executive Leadership & Strategic Direction

- Serve as the executive owner of TNPA's government affairs function, with direct accountability for advocacy outcomes that impact the organization's strategic goals, member value, and financial sustainability.
- Develop and implement comprehensive government affairs strategies that align with and advance TNPA's mission, vision, and strategic plan.
- Establish measurable goals and KPIs for the government affairs function, regularly reporting on progress to the CEO and Board.
- Participate in executive-level decision-making as a core member of the senior leadership team, contributing to organizational strategy beyond government affairs.
- Identify and capitalize on strategic opportunities to position TNPA as the leading voice for nonprofits in policy discussions.

Program Leadership & Management

- Strategize with contract federal lobbyist(s) and consultants to ensure alignment of strategy and messaging when educating Congressional offices on the importance of balanced legislative solutions that protect and strengthen nonprofit organizations' ability to fund their programs and deliver their missions.
- Monitor, analyze, and respond to proposed federal legislation impacting member organizations; develop strategic relationships with members of Congress, Capitol Hill staffers, and Hill influencers on behalf of member organizations.
- Create opportunities for TNPA members, partners, and affiliates to participate in advocacy activities, including via regularly scheduled fly-ins, petitions, and letter or phone campaigns.

Communication & Influence

- Translate advocacy efforts into measurable value for members, demonstrating direct ROI for membership investment.
- Educate members and volunteers on policy issues, showing relevance and creating resources that are understandable for those with limited policy and government affairs experience.
- Oversee and manage the volunteer Government Affairs Committee, including all day-to-day business, committee initiatives, and member needs.
- Involve and represent TNPA in relevant coalitions, conferences, and other initiatives, positioning the organization as a sector leader.
- Serve as spokesperson for the association as appropriate.
- Work with industry partners for shared coalition activity.
- Collaborate with Regulatory Counsel to consistently represent members' interests and provide relevant outreach, education, programming, and calls to action.

Compliance & Member Engagement

- Ensure full compliance with all regulatory requirements, filing registrations and periodic reports for state and federal advocacy activity necessary to keep TNPA in good standing.
- Drive member recruitment and retention for TNPA; develop and implement initiatives to build member benefits portfolio.
- Serve as Treasurer of TNPA PAC, manage the activities of the PAC, and oversee the filing of all reports to the Federal Election Commission.

Leadership Team

- At all times demonstrate integrity, collaborative spirit, and mission-driven decision-making as a key executive on the TNPA senior management team.
- Contribute to organizational strategy, culture, and operational excellence beyond government affairs responsibilities.

To be successful in this role, flexibility and a willingness to stretch are critical. As with all small teams, opportunities and needs arise that do not fit neatly into any one person's role, and responsibilities will evolve as the organization grows.

Salary range: \$145,000-165,000, commensurate with experience and level of alignment with position requirements.

ABOUT WORKING HERE

Employee benefits include:

- Competitive salary commensurate with experience.
- Self-managed PTO. We require that you take off at least 10 days per year.
- Generous medical, dental, and vision benefits and life insurance plan.
- 401(k).
- Convenient downtown DC location, one block from transit hub at Metro Center.

The Nonprofit Alliance is based in Washington, DC, and we are seeking candidates who live in the DMV area. Employees who live in DC, Maryland, and Virginia can choose a hybrid work option. Some travel is required.

Hiring decisions are based on the alignment of a candidate's qualifications with our business needs. The Nonprofit Alliance provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training. Reasonable accommodation will be provided to applicants and employees who need it for medical or religious reasons, as required by law.

To apply, please submit your resume and cover letter to opportunity@tnpa.org with the job title in the subject line.