



# Position Specification

**Interstate Natural Gas Association of America**  
Vice President, Public Affairs

## Our Client

The [Interstate Natural Gas Association of America](#) (INGAA) is a trade organization that advocates regulatory and legislative positions of importance to the natural gas pipeline industry in North America. INGAA is comprised of 27 members, representing the vast majority of the interstate natural gas transmission pipeline companies in the U.S. and Canada. INGAA members operate almost 200,000 miles of pipeline.

The interstate natural gas pipeline industry has two principal federal regulators: the Federal Energy Regulatory Commission (FERC) is responsible for the economic regulation of pipelines, while the U.S. Department of Transportation (DOT) Pipeline and Hazardous Material Safety Administration oversees the industry's safety efforts.

## Mission

INGAA is facilitating industry consensus on policy positions and advocating for federal policies, laws, and regulations that support the development and operation of safe and reliable interstate natural gas transportation and storage infrastructure now and as part of an evolving energy industry.

## Vision

INGAA, as the trusted voice on energy infrastructure, successfully positions the gas pipeline industry and related infrastructure as part of the solution for secure, reliable, affordable, and clean U.S. energy.

## Industry Priorities

Natural gas pipeline construction is becoming increasingly active due to the abundance of natural gas made available by the shale revolution. Pipelines make it possible to connect the producers of natural gas to the consumer. INGAA makes safety the first priority on each and every project to ensure a safe and reliable energy highway. Industry priorities include:

- [Safety](#)
- [Environment](#)
- [Construction](#)
- [Economics](#)
- [Security](#)
- [Operations](#)
- [Reliability](#)

## The Role

The Vice President of Public Affairs will collaborate with the President and CEO and across the Association to form and successfully advance INGAA's integrated approach to external advocacy. This role is responsible for developing, implementing, managing, and advancing INGAA's public policy and communications priorities, including representing INGAA with key policymakers, developing advocacy campaigns, overseeing Congressional affairs, Administration engagement, PAC management and strategy, and communications and media relations.

Reporting to the CEO, this leader will supervise INGAA's government affairs and communications staff and external consultants.

## Key Responsibilities

- Serve as INGAA's primary point of contact on Capitol Hill and with the Administration, cultivating and maintaining relationships with key members of Congress and staff critical to the natural gas pipeline industry's success.
- Develop and execute integrated advocacy strategies, including strategic communications campaigns, to advance INGAA's public policy priorities. Oversee communications and material development to support strategies.
- Represent INGAA externally at meetings, hearings, briefings, fundraisers, coalition meetings, and other political forums, as needed.

- Coordinate with government affairs and communications staff to lead relevant INGAA committee meetings, member committees, and working groups to develop consensus policy positions, strategy, messaging, and advocacy execution.
- Identify and analyze legislation that may impact INGAA membership and proactively develop legislative concepts and policy positions.
- Support INGAA's ability to understand changing external social and political landscapes and anticipate and manage political risks.
- Direct and manage INGAA's Political Action Committee, including Federal Election Commission reporting.
- Oversee communications and media relations, including the development of key messages, drafting and approval of press statements, organization of press events, oversight of INGAA's website and social media, and the organization's relationships with trade press.
- Manage two direct reports and external government affairs and communications consulting firms.
- Responsible for management of the government affairs and communications budgets.

## Candidate Profile

A successful candidate for the Vice President of Public Affairs must be able to demonstrate a successful track record as an exceptional government relations strategist, policy tactician, and communicator. They will possess and demonstrate the ability to cultivate strong relationships with key staff, members of Congress, and other policymakers in Washington, DC.

The Vice President of Public Affairs will bring a deep understanding of congressional and cabinet policymaking processes, including an understanding of the roles and decision points in the Executive Agencies, the White House, the U.S. Senate, and the U.S. House of Representative, ideally from direct Capitol Hill or other government experience. They will be an experienced advocate who effectively leads, adapts, and prioritizes multiple high-priority public affairs strategies simultaneously to connect advocacy to strategic positioning for INGAA.

The successful candidate will have a reputation for being a positive, collaborative member of a nimble, high-performing team, and have the ability to motivate, manage, and coach direct reports. Experience managing a government relations/communications budget would be beneficial.

Candidates for this position should have significant relevant public policy, lobbying, and/or Congressional or Administration experience, including demonstrated capability leading a congressional office and/or government affairs team or function (ideally in a corporate environment), coalition leadership, or strategy-based government affairs consulting. Knowledge of the energy industry and related public policy is preferred.

In terms of the performance and personal competencies required for the position, we would highlight the following:

### Setting Strategy

- A proven policy strategist and strong communicator with the ability to articulate the mission and interests of INGAA in a compelling manner, advance those interests in the public policy environment, and effectively lead aligned communications to achieve policy and broader organizational objectives.
- Seeks input and insight from a range of internal and external stakeholders and quickly builds consensus on positions and public affairs strategies; the ability to drive consensus-based decision making for INGAA and its membership on critical public affairs issues.
- The ability to anticipate and interpret future policy trends and understand the implications for INGAA and its members; the ability to analyze and adapt to evolving political landscape and markets by reprioritizing and adjusting INGAA's advocacy strategy while driving toward long-term objectives.

## Executing for Results

- A self-starter who demonstrates a commitment to deliver results and improved performance by setting clear and challenging goals; the ability to persevere in the face of challenges.
- Comfortable with ambiguity and uncertainty; the ability to adapt nimbly and lead others through complex situations.
- An experienced policy or government affairs professional who thrives at developing the strategy and directly influencing policy outcomes.

## Relationships and Influence

- An experienced public affairs leader who identifies, cultivates, and leverages long-term relationships with policymakers, regulators, peer organizations, and members to effectively advance INGAA's advocacy agenda.
- An exceptional relationship builder with an ability to engage and influence a range of stakeholders at all levels, demonstrating strong emotional intelligence and an ability to communicate clearly and persuasively.
- An ability to engage others in the mission of INGAA and in advancing the industry's interests through compelling influence, powerful charisma, and drive for the importance of the natural gas pipeline industry.

## Leading Teams

- A demonstrated ability to align and develop a high-performing team, motivate the individual team members, and leverage talent across INGAA; widely viewed as a developer of others.
- The ability to lead, contribute, and collaborate as a part of cross-functional teams driving toward a common mission and objective.
- The ability to persevere in the face of challenges, and exhibit a steadfast resolve and relentless commitment to driving performance for a nimble, talented team.

## Contact

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