



Maryland Association of Nurse Anesthetists

Legislative Director Position Description

July 2021

Part-time / Contracted

The MANA Legislative Director is responsible for bringing greater continuity and enhanced communications between the association's management company, contracted legislative consultants, the Government Relations Committee (GRC), and the Board of Directors to align resources. Additionally, the MANA Legislative Director will represent the association at key legislative functions and guide execution of the association's Board-approved legislative strategies.

GENERAL RESPONSIBILITIES:

1. Schedule legislative visits for attendees of MANA Certified Registered Nurse Anesthetists (CRNA) Lobby Day.
2. Attend the scheduled board of director meetings and provide updates/recommendations.
3. Communicate monthly with the Executive Director and MANA President, coordinating activities as a team.
4. Assist the organization in answering questions and educating members, legislators, hospital leadership and other stakeholders about CRNA scope of practice, regulations, and healthcare policy.
5. Attend and/or coordinate members to attend legislative hearings, fundraisers, and other events.
6. Represent MANA in forming effective coalitions and relationship building with other organizations such as BON, NPAM, MNA, MedChi, rural health, MHA, MAAPC and other stakeholders. Attend meetings when feasible.
7. Develop and assist with implementation of special projects such as member surveys, access of care needs, membership expansion initiatives, as directed by the Board of Directors.
8. Craft language/talking points with the assistance of MANA's lobby team and legal when necessary (legislation position statements, association publicity, press releases).
9. Identify key economic drivers of Maryland and reach out to help educate them about CRNAs and form an effective coalition.
10. Actively engage and guide members of GRC in coordination with GRC chair.
11. Coordinate with MANA's District Directors and lobby team to match specific legislative fundraisers and their constituents.

QUALIFICATIONS

- CRNA with at least 5 years of clinical experience with leadership qualities, interest in public relations and the legislative process.
- Strong written and verbal communication skills; a persuasive and passionate communicator with excellent interpersonal and multidisciplinary project skills.



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- Action-oriented, entrepreneurial, adaptable, and innovative.
- Ability to work effectively in collaboration with diverse groups of people.
- Passion, integrity, positive attitude, mission-driven, and self-directed.

COMPENSATION

This an independent contractor position that will be paid a monthly stipend.

INTERESTED?

Interested parties are encouraged to contact MANA Headquarters by emailing admin@crnasofmd.org.