

Minnesota Association of Community Corrections Act Counties Director/Legislative Liaison & Association of Minnesota Counties Public Safety Policy Analyst

The Minnesota Association of Community Corrections Act Counties (MACCAC), a voluntary non-profit organization representing Minnesota county community corrections departments, and the Association of Minnesota Counties (AMC), a voluntary non-profit representing all of Minnesota's 87 counties, are accepting resumes for the position of MACCAC director/legislative liaison and AMC Public Safety Policy Analyst. This is a single, shared position serving both associations. MACCAC/AMC are seeking a candidate with public policy experience pertaining to corrections and public safety.

Responsibilities include:

- Providing legislative advocacy,
- Serving as a liaison between state agencies and community corrections departments,
- Providing staff support to the AMC Public Safety Policy Committee,
- Providing association management services, including budget management, meeting planning and support, and membership services, and
- Conducting background research/analysis of corrections and public safety policy issues.

The successful candidate will be a self-starter, have ability to understand and communicate complex subject matter to a variety of audiences, possess the ability to achieve consensus on controversial issues, and have strong organizational skills.

Bachelor's degree plus a minimum of three years applicable experience required. Applicants must be proficient with technology including, but not limited to, Microsoft Office. Overnight travel is required occasionally throughout the state of Minnesota.

AMC offers competitive benefits and positive working environment. Starting salary dependent on qualifications but expected to be between \$60,000 - \$75,000.

Please submit applications by close of business on December 6, 2018.

Submit resume, letter of application and salary requirement to Donna Haupert at amc@mncounties.org.

Donna Haupert, Administrative Assistant
Association of Minnesota Counties
125 Charles Avenue
St. Paul MN 55103-2108
amc@mncounties.org