

Association Director

The Minnesota Association of County Social Services Administrators (MACSSA), an affiliate of the Association of Minnesota Counties (AMC), is seeking a Director.



MACSSA
Minnesota Association of County
Social Service Administrators

The ideal candidate will have knowledge of county human services, experience with association management, and an understanding of state and federal administrative and legislative processes. The position has broad authority to serve as a liaison between MACSSA and local, state and federal officials. The Director is an employee of the AMC and works closely with AMC and other partners on a coordinated legislative agenda.

Responsibilities include:

- Managing the association's operations, including supervising the Membership Director, budget management, meeting planning and support, and membership services;
- Advocating for the association's legislative agenda, including serving as a registered lobbyist and managing a contract lobbyist;
- Serving as a liaison between state agencies and county human services departments; and
- Conducting research/analysis of human services policy issues.

For more information about MACSSA's strategic vision, organizational values and priorities, please visit <http://www.macssa.org/>.

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. This position requires the ability to adapt to a consistently changing work environment.

A bachelor's degree plus a minimum of three years applicable experience required. Applicants must be proficient with general office 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. Salary will be commensurate with experience. Please include your salary requirements with your letter of interest.

Applications will be accepted until the position is filled, but the first screening of applications

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

Donna Haupert, Administrative Assistant
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