

Sr. Legislative Policy Manager

Job Summary:

This position plays a lead role in the company's work with internal and external audiences addressing legislative health policy issues in Washington, Alaska, and at the federal level. Primary responsibilities include leading the research and analysis of legislative and public policy issues of importance to the company, advising company leaders on legislation and its business impact, working with legislative staff to advocate for the company's position, and liaising with external stakeholders in the healthcare policy space. Internal audiences include Premera leadership and key stakeholders in functional areas across the company. External audiences include stakeholders in the Washington and Alaska health care communities, health care advocacy groups, the Association of Washington Healthcare Plans, the Blue Cross Blue Shield Association (BCBSA), as well as legislators and legislative staff.

Job Responsibilities:

1. Identify, track, analyze and assess potential impact of state and federal proposed legislation. Evaluate current and emerging health care policy issues/proposals that impact the company.
2. Prepare verbal and written communications including legislative updates, bill summaries, implementation notifications, management and board of director briefings, broker/agent publications and legislative testimony. Prepare presentation materials and present legislative briefings to internal and external audiences.
3. Serve as company's representative on the Legislative Committee of the Association of Washington Healthcare Plans. Serve as Premera's State Relations Coordinator with the BCBSA. May also serve in leadership positions with other external organizations as appropriate.
4. Develop and manage key relationships with legislative staff. Brief legislators and/or provide testimony in connection with policy matters of importance to Premera.
5. Work with the Vice-President of Congressional and Legislative Affairs to advise the company on strategic approaches to the legislative and executive branch policy environment that will enable Premera to realize its strategic business goals.
6. Organize and direct internal task forces and work groups to address legislative and public policy issues. Co-Chair Premera-wide Legislative and Regulatory Committee with broad representation from functional areas.
7. Drive the development of Premera's healthcare policy positions for BCBSA.
8. Helps develop and execute key initiatives and activities related to health care policy issues of strategic importance to the company.
9. Other duties as assigned.

Qualifications:

The typical incumbent will have a Bachelor's degree in finance, economics, public policy, political science or related field and five (5) years of experience in health care policy, legislative affairs, and/or government relations.

Incumbents with a Master's Degree and exposure to the Washington State legislative landscape are preferred. At a minimum, the incumbent must have experience working in a legislative environment and possess education and experience equivalent to a Bachelor's Degree plus five (5) years of relevant experience.

Knowledge, Skills and Abilities:

1. Knowledge of Washington, Alaska and federal health care issues, including statutory and regulatory framework and health care reform and delivery system issues.
2. Ability to anticipate problems and requirements for difficult and complex issues.
3. Proven ability to plan and organize work.
4. Proven initiative to work and complete projects independently with ability to identify and execute project requirements.
5. Excellent verbal and written communications skills.
6. Excellent analytical skills.
7. Excellent human relations skills.
8. Ability to train, direct and motivate staff.
9. Ability to establish and maintain external relationships related to legislative issues.
10. Ability to oversee meeting of a diverse group in establishing positions.

Working Environment:

- Work is performed within a normal office environment with ambient temperatures.
- Requires the ability to travel (sometimes on short-notice) to external meetings and hearings.
- Night and weekend hours required depending on needs of special projects and assignments.
- Available 24 hours a day, seven days a week during periods of intense legislative activity.

Physical Requirements:

The following have been identified as essential physical requirements of this job and must be performed with or without an accommodation:

This is primarily a sedentary role which requires the ability to exert up to 10 lbs. of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull, or otherwise move objects, including the human body. This role requires the ability to keyboard and to communicate clearly and understandably in person, and over the telephone.

EOE - Equal Opportunity Employer. Minorities, women, veterans and individuals with disabilities are encouraged to apply.