



## Michigan Electric and Gas Association President – Position Description

The President of the Michigan Electric and Gas Association serves as the chief executive of the association and reports to the MEGA Board of Directors, with supervision by the Board Chair or other individuals as the Board may designate. She/he administers the affairs of the association in accordance with the bylaws, policies, and programs approved by the Board and is charged with leadership and management of all association activities and functions and management of association staff. Duties include, but are not limited to:

- Strategic and Policy Leadership
  - Advise the Board and individual members on regulatory, legal, and legislative matters
  - Support development and implementation of association strategy, including development of strategic initiatives and goals
  - Advocate for association positions with the Michigan Governor's Office, Michigan Legislature, Michigan Public Service Commission, other state entities and policy organizations
  - Track, research, and report on industry and business developments of interest to members
  - Organize, coordinate, and direct the activities of MEGA committees, subcommittees, or workgroups
  - Foster relationships with the Michigan Governor's Office, Michigan Legislature, Michigan Public Service Commission, other state entities and policy organizations, and other utilities and stakeholders, to support policy development and advocacy on behalf of members and the industry
- Organizational Leadership
  - Manage association staff and office operations
  - Oversee organization finances, including budget, books, accounts, records, taxes, filings and provide regular financial updates to the Board
  - Act as legal counsel (or if not a licensed attorney, work in conjunction with legal counsel), making filings in court or with other entities as appropriate
  - Act as Secretary and General Manager of the MEGA Political Action Committee
  - Serve as lobbyist for the association
  - Serve as resident agent for the corporation

### Experience and Skill Expectations:

- Bachelor's degree in a related field like political science, economics, communications, etc.; law degree preferred.
- Minimum of 8 years of experience in utility policy evaluation and development
- High degree of integrity and ability to maintain a reputation as a highly respected stakeholder
- Knowledge of and participation with government entities and regulatory bodies, the following of which are preferred: Michigan Public Service Commission, Michigan legislature, Michigan Governor's Office, trade association
- Experience managing staff

Applications will be accepted through November 22, 2020. Submit cover letter and resume electronically to MEGA Board Chair Mike O'Brien at [Mgobrien@aep.com](mailto:Mgobrien@aep.com).