



IN DEFENSE
OF CHRISTIANS

IDC SEEKS GOVERNMENT RELATIONS ASSOCIATE

In Defense of Christians (IDC) is a Washington, DC-based 501(c)(3) nonprofit and 501(c)(4) social welfare organization that advocates for the protection and preservation of Christian communities in the Middle East.

IDC seeks a Government Relations Associate to advance policy priorities in Congress and the federal government, through collaborative work with congressional allies and coalition partners. The Government Relations Associate will engage regularly with congressional offices, the White House, federal agencies, and various embassies to build relationships and advocate for IDC's policy priorities. The Government Relations Associate will be responsible for helping develop innovative legislative strategies, building coalitions with partner organizations, and helping to draft, track, and shepherd legislation through Congress.

Responsibilities

- Develop and execute innovative legislative strategies
- Foster strategic relationships in Congress and throughout the executive branch—become familiar with each office's and agency's priorities
- Coordinate with congressional and agency staffs to secure meetings with Members and staffs
- Advocate and build consensus around IDC's policy priorities
- Assist in the drafting of legislation, correspondence, and policy presentations
- Track legislation through Congress
- Track other congressional activities (e.g. committee hearings)
- Engage with foreign embassies in DC for relationship building
- Other relevant duties as assigned

Travel: Up to 10% of the time

Qualifications

- 2+ years of relevant legislative or foreign policy experience preferred
- *MS Office* (Word, Excel, PowerPoint)
- Strong interpersonal skills
- Entrepreneurial/self-starter personality
- Excellent time management skills
- Strong organizational skills
- Strong written and oral communication
- Ability to work as a team member
- Ability to work on a bipartisan basis
- High moral character and professional ethics
- Strong commitment to preserving the Christian communities and heritage of the Middle East

Interested candidates should send resume and cover letter to:

richard@indefenseofchristians.org

www.indefenseofchristians.org
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Washington, DC 20005