



Director of Public Policy and Advocacy

Status: Exempt, Full-time (37.50 hours per week)

Annual Salary Range: \$145,000-\$160,000

Reports to: Chief Executive Officer (CEO)

Position Summary

The Director of Public Policy and Advocacy provides strategic leadership for the Association for Molecular Pathology's policy and advocacy initiatives, advancing regulatory and reimbursement policies that support the practice of molecular pathology and patient access to high-quality diagnostic testing. Working closely with AMP leadership, the Public Policy and Advocacy Manager, members, partners, and government relations consultants, the Director develops and executes advocacy strategies, represents the organization before federal agencies and congressional offices, and positions AMP as a trusted voice on policy issues affecting molecular diagnostics.

This role oversees the implementation of AMP's public policy priorities, manages key external relationships and coalitions, and leads internal coordination across committees, staff, and consultants to advance the organization's policy agenda. The Director reports to the Chief Executive Officer.

Key Responsibilities

Policy Strategy and Advocacy Leadership

- Lead the development and execution of AMP's public policy and advocacy strategy in alignment with the organization's strategic plan.
- Identify, monitor, and assess legislative, regulatory, and reimbursement issues affecting molecular pathology and diagnostic medicine.
- Develop policy positions, advocacy strategies, and engagement plans to advance AMP's priorities with federal policymakers and regulatory agencies.
- Represent AMP in policy discussions with federal agencies, congressional offices, and partner organizations.
- Lead advocacy efforts to influence regulatory and reimbursement policies affecting molecular diagnostics.

Government and External Relations

- Build and maintain strategic relationships with federal agencies, congressional staff, professional societies, patient advocacy groups, and other healthcare stakeholders.
- Collaborate with external government relations consultants to advance AMP's policy priorities.
- Develop and manage strategic coalitions and partnerships to amplify AMP's advocacy impact.
- Serve as an organizational spokesperson on policy and advocacy issues alongside AMP leadership.

Policy Development and Communications

- Lead the development of policy materials including position statements, comment letters, testimony, briefing materials, and advocacy resources.
- Communicate complex policy developments and their implications to AMP leadership, membership, and external audiences.



- Collaborate with AMP communications staff to ensure effective messaging and visibility for advocacy initiatives across newsletters, digital platforms, and media channels.

Committee Leadership and Member Engagement

- Provide strategic leadership and staff support for AMP's Professional Relations and Economic Affairs Committees and related working groups, subcommittees, and task forces.
- Facilitate policy development and member engagement in advocacy initiatives.
- Prepare members and leadership to effectively represent AMP in advocacy activities, including meetings with policymakers.

Team Leadership and Organizational Coordination

- Lead and mentor staff to ensure high performance, mentorship, and professional development.
- Coordinate policy activities across AMP staff, committees, and external consultants to ensure alignment and effective execution of advocacy initiatives.
- Oversee systems and tools that support advocacy initiatives, including grassroots engagement and virtual advocacy programs.

Budget and Program Management

- Develop and manage the annual budget for AMP's advocacy initiatives.
- Identify opportunities for grant and sponsorship funding and develop proposals to support policy-related programs and initiatives.

SKILLS REQUIRED (in addition to those needed to accomplish Responsibilities):

- Ability to successfully train, motivate, and develop direct reports
- Excellent collaboration skills, juggling projects with staff, members, and consultants
- Ability to prioritize and direct multiple complex projects independently while meeting due dates
- Highly organized and detail-oriented, including excellent time management and decision-making ability; able to appropriately prioritize projects and tasks
- Excellent negotiation and advocacy skills
- Excellent strategic and analytical skills
- Strong interpersonal skills; demonstrated ability to establish and maintain positive working relationships both internally and externally; and, maintain a professional demeanor when under pressure
- Ability to quickly change priorities and adapt to rapid change in the environment internal and external to AMP
- Excellent English communication skills
- Excellent MS Office skills (Windows platform)

EDUCATION AND EXPERIENCE:

- Graduate degree in Life Sciences, Business, Policy, or Management required; extensive experience relevant to the position may substitute for the formal education requirement
- 5+ years in public policy, preferably in clinical laboratory regulatory and reimbursement policy, including interacting with offices of the Executive and/or Legislative branches
- 7+ years coordinating and implementing multiple projects simultaneously, preferably in medical / scientific associations, government, policy, or advocacy organizations

**ESSENTIAL FUNCTIONS:**

- Extensive use of a computer; MS Office Suite
- Routinely lift objects less than 10 lbs.; occasionally lift objects up to 25 lbs.
- Work is primarily performed in the AMP office and meeting venues. Telecommuting up to three days a week may be granted after a planned transition period but is not guaranteed
- Overnight travel to the annual meeting (up to 7 consecutive days) required; possible overnight travel to 1-2 other meetings (up to 3 consecutive days); inclusion of weekends may be involved

OTHER DUTIES:

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

Location

Currently, AMP is hybrid. Staff come into the office two or three days per week. This position is in Rockville, Maryland, and is walking distance to the Metro and on major bus lines.

To Apply

Please submit a cover letter with salary expectations and resumé through FASEB's employment site: <https://www.faseb.org/careers> The position will remain open until filled. If an accommodation is needed to complete the application process, please contact FASEB's Human Resources Department at resumes@faseb.org

FASEB is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.