

Gateway Development Commission
Job Title: Senior Director of Government & Community Affairs
Location: New York/ New Jersey
Date: January 24, 2024
Job ID: 11-004

Summary of Responsibilities

The Gateway Development Commission (GDC) is seeking a highly qualified Senior Director of Government & Community Affairs to help oversee government, elected official, and community engagement for the organization. Reporting to the Chief Administrative Officer, the Senior Director of Government & Community Affairs is responsible for overseeing a portfolio of political entities and offices, partner government organizations, and community engagement initiatives.

Essential Functions

- Serve as liaison to government organizations, entities, and elected officials including reaching out proactively and responding to issues as they arise.
- Develop and implement a means of regularly updating elected official offices, government contacts, partner organizations, and other stakeholders on key project updates.
- Develop plans, processes, and content for keeping elected and government officials informed and up to date on project developments.
- Coordinate with the Chief of Public Outreach to ensure project and communication alignment on various initiatives.
- Coordinate closely with GDC Staff, Board, and partners in developing and carrying out public efforts and engagement with elected officials.
- Coordinate efforts of partner organization government affairs staff involved in Gateway program.
- As Senior Director, they will provide oversight on community and industry engagement efforts and events at different points throughout the project lifecycle.
- Cultivate and maintain strong relationships with key stakeholders, including community leaders, advocacy groups, and industry representatives.
- Act as a point of contact for external organizations, fostering collaboration and ensuring alignment with the GDC's objectives.
- Develop and execute comprehensive government affairs strategies that align with the organization's mission and objectives.
- Stay informed about political and regulatory developments that may impact the GDC, providing timely insights and recommendations.

Job Requirements

- Bachelor's degree in political science, Public Affairs, Government Relations, or a related field. Master's degree preferred.
- Minimum of 10 years of experience in government affairs, public policy, or a related field.
- Demonstrated experience leading major initiatives and projects with regards to

elected official engagement and support.

- Strong knowledge of local, regional, and federal elected officials and government processes.
- Exceptional written and verbal communication skills.

Project Background

The Gateway Program is the most urgent infrastructure program in the country – a comprehensive set of rail investments that will improve commuter and intercity services, add needed resiliency and, in its later stages, create new capacity between Newark, New Jersey and New York City, the busiest section of the Northeast Corridor (NEC). The NEC between Boston, Massachusetts and Washington, D.C. is the nation’s busiest rail corridor, supporting a region that produces 20% of the Gross National Product. The 10-mile segment of the NEC within the scope of the Gateway Program carries over 200,000 daily Amtrak and NJ TRANSIT passenger trips on approximately 450 trains during non-pandemic conditions and is a vital artery in the region.

The first phase of the Gateway Program includes the Hudson Tunnel Project, which includes the construction of a new two-track tunnel under the Hudson River connecting to Penn Station New York as well as the full rehabilitation of the existing 110 year-old North River Tunnel. The project would create operational flexibility, rail network redundancy, and resiliency against future impacts to the Hudson River rail crossing. Environmental review for the project was completed in May 2021.

The Gateway Development Commission, established through bi-state legislation, is responsible for the financing and development of the Hudson Tunnel Project. The Commission is governed by a Board of 7 Commissioners appointed by each of Amtrak, New Jersey, and the New York State Department of Transportation, and works in partnership with Amtrak, NJ TRANSIT and the Port Authority of New York and New Jersey.

The Gateway Development Commission is proud to be an Equal Opportunity Employer and administers all personnel practices without regard to race, color, religion, sex, national origin, sexual orientation, gender identity or expression, disability, protected veteran status or military status, or any other category protected under applicable law. We recognize that diverse teams make the strongest teams, and we encourage people from all backgrounds to apply.

To apply, please email your cover letter and resume to jobs@gatewayprogram.org with the job title “Senior Director, Government and Communications Affairs” in the subject line.