



Academy of  
Managed Care  
Pharmacy®

**Title:** State Legislative Analyst

**Department:** Government and Pharmacy Affairs

**Reports to:** Director of Legislative Affairs

**Classification:** Full time, Exempt

**What We Are About:**

For 30 years The Academy of Managed Care Pharmacy has been the nation's leading professional association dedicated to increasing patient access to affordable medicines and improving health outcomes. Our 8,000 pharmacists, physicians, nurses, and other practitioners manage medication therapies for over 270 million Americans.

We believe in our staff. Investing in our employees enables them to make significant contributions to AMCP. Our values embody the character and culture of our staff – they guide our decision making, interactions, and how we serve our members. We are committed to a culture of treating one another with trust and mutual respect, collaboration, accountability, and high performance.

**What This Job is About:**

This position works within the Department of Government and Pharmacy Affairs at AMCP and leads our state legislative tracking and reporting needs. Working closely with the Director of Legislative Affairs, this role is responsible for identifying, tracking, and monitoring state legislation related to AMCP issues. You will also research, analyze, and summarize legislation, draft comment letters, briefs and other issue related correspondence for target audiences. AMCP is a highly collaborative environment and seeks candidates that enjoy working in an open office environment and cooperative atmosphere.

Some of your additional key duties include:

- Providing timely responses to member requests, identifying important issues and the connection to AMCP policy
- Develop advocacy materials and grassroots communications
- Create and maintain legislative tracking charts and contribute to AMCP written member communications

**What You Are About:**

You are about more than checking boxes. Your excitement and drive to serve our members and improve the lives of patients across the country is why you have read this far!

You want to make a difference; these are the skills you will need:



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- Experience in state legislatures, the state legislative process, and legislative research.
- Ability to understand, analyze, and recognize policy trends, and summarize complex state legislative issues
- Strong writing skills and excellent communication skills
- Be highly self-motivated with a strong attention to detail
- Flexible team player who also thrives working with minimal supervision
- Can adapt quickly to new information, requirements, and priorities
- Bachelor's degree in political science, public policy, government or related field and 3 years of state legislative experience

#### **What You Will Get Out Of It:**

- Work with a staff that has a passion for our mission, believes in each other, and has some fun along the way
- The chance to work in an environment that empowers our employees to take informed risks, develop new ideas, and create new programs and services
- Professional development opportunities to grow your career
- A competitive salary and comprehensive benefits package

#### **Next Steps:**

If you're someone who loves the legislative process and can translate complicated issues into easily digestible communications, this position is for you. Show us what you've got—the ball is in your court now.

It is the policy of AMCP to provide equal employment opportunity (EEO) to all persons regardless of age, color, national origin, citizenship status, physical or mental disability, race, religion, creed, gender, sex, sexual orientation, gender identity and/or expression, genetic information, marital status, status with regard to public assistance, veteran status, or any other characteristic protected by federal, state or local law. In addition, AMCP will provide reasonable accommodations for qualified individuals with disabilities