

EXECUTIVE POSITION PROFILE

Senior Director, Legislative Policy






Conference of State Bank Supervisors

This search is being conducted by:

VettedSolutions

1101 14th Street NW, Suite 910
Washington, DC 20005
+1.202.544.4749

 vettedolutions.com
 [/vetted-solutions-llc](https://www.linkedin.com/company/vetted-solutions-llc)
 [@vettedolutions](https://twitter.com/vettedolutions)

Vetted Solutions is a proud member of:



Table of Contents

Click any entry in this Table of Contents to go directly to that page.

Click on the page number at the bottom of any page to return to the Table of Contents.

I. Position Description	3
Summary	
Job Responsibilities	
Reports To	
Legislative Section	
Minimum Qualifications	
Education Experience	
Knowledge, Skills, and Abilities	
Working Conditions	
II. Organization Review	4
About Conference of State Bank Supervisors (CSBS)	
Vision & Mission	
CSBS Strategic Objectives 2015-2018	
Organizational Culture	
Staff Leadership	
Location	
Web Presence	
III. About Vetted Solutions	6

I. Position Description

Summary

The Senior Director, Legislative Policy, will work with senior CSBS staff and CSBS members to support all aspects of the organization's legislative policy development. This includes maintaining contact with Members of Congress and their staffs on a variety of financial services issues, tracking and analyzing legislative proposals, and developing legislative proposals to promote the organization's legislative policy objectives.

Job Responsibilities

To perform this job successfully, an individual must be able to perform each essential duty and responsibility satisfactorily. Reasonable accommodations may be made to enable individual with disabilities to perform the essential functions. Other duties may be assigned to meet business needs.

- Work with other CSBS staff to support the legislative policy process by:
 - Tracking and analyzing legislation to identify proposals of interest to state banking and financial regulators;
 - Promoting CSBS policy objectives by developing legislative proposals and strategies; and
 - Preparing written materials related to CSBS legislative policy activities including legislative analyses, talking points, letters, and Congressional testimony; and
 - Leverage data and technology to support advocacy efforts.
- Develop and maintain relationships with Federal legislative staff in order to advocate CSBS policy priorities and to track and analyze legislative developments of interest to state bank regulators.
- Respond to inquiries from CSBS members, banking departments, law firms, federal agencies, trade associations, and other interested parties.
- Manage a variety of legislative resources and references for state banking departments, including content on relevant parts of csbs.org website.
- Assist with other policy development duties as assigned.

Reports To

- **Margaret Liu**
Senior Vice President, Legislative & Deputy General Counsel

Legislative Section

- **Margaret Liu**
Senior Vice President, Legislative & Deputy General Counsel
- **Sanford Sussman**
Senior Director, Associate General Counsel
- **Nathan Ross**
Director, Legislative Policy

Minimum Qualifications

To perform this job successfully, an individual should possess the knowledge, skills, and abilities listed and meet the amount of education, training and/or work experience required.

Education Experience

- A minimum of three to five years of relevant policy experience working in Congress, a bank regulatory agency (federal or state), trade association, or financial institution. Or a commensurate combination of education and experience.
- Bachelor's Degree in relevant area.
- Experience utilizing data and technology in advocacy efforts.
- Graduate work in public policy or law preferred but not required.

Knowledge, Skills, and Abilities

- Knowledge of financial services regulation and oversight.
- Knowledge of federal legislative process.
- Analytical Skills – ability to analyze complex legislative and regulatory proposals.
- Communication Skills – strong oral and written communication skills and ability to communicate analyses and policy positions regarding complex policy issues.

- Collaboration – ability to work efficiently and comfortably across an organization with individuals with diverse experience and expertise.
- Planning and organizing – ability to manage and prioritize multiply, complex projects.
- Results orientation – ability to work at fast pace and meet critical deadlines.
- Customer service – works and communicates with clients and customers to satisfy their expectations.

- Knowledge and proficiency with Microsoft Office Suite.

Working Conditions

- General office
- Travels approximately 10% of the time.

II. Organization Review

About Conference of State Bank Supervisors (CSBS)

For more than a century, CSBS has been the professional association of state officials responsible for chartering, regulating, and supervising the nation's state-chartered banks and state-licensed branches and agencies of foreign banks. CSBS has given these state supervisors a national forum to coordinate supervision and develop policy related to their regulated entities. The association also provides training to state banking and financial regulators and represents its members before Congress and the federal financial regulatory agencies.

State regulators supervise approximately 5,000 state-chartered financial institutions with more than \$4.9 trillion in combined assets. Further, most state banking departments oversee mortgage providers and many other financial services providers, such as money services businesses (MSBs), payday lenders, check cashers, and finance companies. State regulators license more than 16,000 mortgage companies, almost 132,000 individual mortgage loan originators (MLOs), and more than 138,000 additional non-depository financial services providers across the nation.

Similar to federal financial agencies, CSBS invites bankers and other financial service industry professionals to participate in the organization in an advisory capacity. These advisory groups promote communication between state regulators and their

supervised industries and provide industry perspective on issues of interest to the state regulatory system.

Vision & Mission

The vision of CSBS is to be the recognized leader advancing the quality and effectiveness of regulation and supervision of state banking and financial services. Its mission is “CSBS supports state regulators in advancing the system of state financial supervision by ensuring safety, soundness, and consumer protection; promoting economic growth; and fostering innovative, responsive supervision.”

CSBS Strategic Objectives 2015-2018

Objective 1: Bank Regulation and Supervision

- Promote right-sized regulation and supervision of banks consistent with their size, complexity, overall risk profile, and risk to the financial system.
- Develop appropriate legislative, regulatory, and supervisory solutions. Equip state supervisors to challenge the inappropriate or disproportionate application of federal regulation.
- Promote the role of state agencies to differentiate them from federal regulators.
- Support the role and value of banks in the community and economy.

Objective 2: Non-Bank Regulation and Supervision

- Facilitate an effective system of non-bank regulation and supervision, ensuring consumer protection and access to necessary financial services and credit.
- Coordinate the role of the states and the appropriate federal agencies.
- Advocate, communicate, and highlight the roles of state agencies.
- Provide support for the activities of the state system.

Objective 3: Education and Professional Standards

- Educate and inform examiners, the public, government officials, and CSBS stakeholders.
- Instill confidence among stakeholders and the public in the state system of financial regulation by enabling high-quality state agency licensing, exam, and management staff through training, certification, and accreditation.

Organizational Culture

The CSBS and SRR have an incredible culture that helps attract and retain talent to the organization. Key words that describe the culture are positive, entrepreneurial, and quiet celebration as a service provider with an important social and public policy mission.

Staff Leadership

- **John W. Ryan**
CSBS President and CEO
- **Michael Stevens, CEIC**
Senior Executive Vice President

- **Thomas Harlow**
Executive Vice President of Finance and Administration
- **James Kurtzke**
Vice President, Communications
- **Bill Matthews**
EVP of CSBS, President of SRR
- **Sebastien Monnet**
Vice President, Learning & Development
- **Tom Bayer**
Chief Information Officer
- **James Cooper**
Senior Vice President, Policy
- **Margaret Liu**
Senior Vice President, Legislative & Deputy General Counsel
- **John “Buz” Gorman**
General Counsel

Location

The CSBS headquarters office is located at 1129 20th Street NW, Washington, DC. On the Red Line, the office location is 3/10 mile from the Farragut North Metro Station and 1/2 mile from the Dupont Circle Metro Station. On the Orange, Blue and Silver lines, CSBS is located 1/2 mile from both the Foggy Bottom and Farragut West Metro Stations.

Web Presence

The Conference of State Bank Supervisors and State Regulatory Registry (SRR) can be found online at: **www.csbs.org**. The organization has additional online presence on LinkedIn and YouTube.

III. About Vetted Solutions

Vetted Solutions is a Washington, D.C. based executive search firm specializing in association, nonprofit, and hospitality/destination marketing community recruiting and consulting. We focus on senior staff and CEO positions.

To apply, please visit the Current Searches page at: www.vettedolutions.com



Jim Zaniello, *President*
Vetted Solutions
1101 14th Street NW, Suite 910
Washington, DC 20005
+1 202 544 4749
jim.zaniello@vettedolutions.com



Mason Baxter, *Search Coordinator*
Vetted Solutions
1101 14th Street NW, Suite 910
Washington, DC 20005
+1 202 544 4749
mason@vettedolutions.com

For more information about Vetted Solutions, please visit us at:

 vettedolutions.com  [@vettedolutions](https://twitter.com/vettedolutions)  [/vetted-solutions-llc](https://www.linkedin.com/company/vetted-solutions-llc)

.....
Vetted Solutions is a proud member of:

