

Job Description
Government Affairs Manager
Delmarva Chicken Association

Position: The objective of this position is to interact with local, state and federal legislative bodies and government agencies for Delaware, Maryland and Virginia to represent the interests of the Association and members.

Reports to: Executive Director

Specific Duties:

- Researches and monitors government activities that could affect the Association and Delmarva chicken community, including growers, chicken companies and allied businesses.
- Advocates for legislative and public policy changes that will support the Association and the Delmarva chicken community.
- Assists executive director and Board with policy development for the Association.
- Works with DCA membership to develop advocates for the Delmarva chicken community
- Prepares updates on issues impacting the chicken community to members, Board and staff, including our e-newsletter, DCA in Action.
- Prepares letters, articles, talking points and speeches for DCA members, staff and/or Board.
- Builds and maintains professional relationships with members of local, state and federal government entities and agencies.
- Participates with pertinent trade associations and industry groups.
- Collaborates with industry advocates to build areas of common interest.
- Represents DCA and our membership at legislative or government committees or meetings.
- Performs other duties as required.

Qualifications

- Bachelor's degree in communications, business, political science, public relations or related field.
- Minimum of one year's experience in advocacy or public policy
- Knowledge of agriculture or poultry is preferred, but not required.
- Excellent verbal and written communication skills.
- Excellent interpersonal and negotiation skills.
- Current relationships with local, state, and/or federal contacts is preferred.
- Strong analytical and problem-solving skills.
- Ability to organize, plan and prioritize workload involving multiple projects at one time.
- Proficient with Microsoft Office Suite or related software.
- Must have/maintain a dependable vehicle with proof of license and insurance.

Physical Demands

- Prolonged periods of sitting at a desk and working on a computer.
- Must be able to lift 25 pounds at times.

Work Environment

The Delmarva Chicken Association office is located in Georgetown, DE, however remote work is expected and work from home may be considered. Some occasional work could be required on nights and weekends.

Candidate must have a valid drivers' license and use his/her own automobile for association travel, that may involve up to 15,000 miles per year. Mileage reimbursement will be provided. Some overnight travel might be required. The position is exempt and overtime compensation will not be offered after 40 hours per week.

Compensation & Employee Benefits

Salary range is \$75,000-\$95,000 depending on experience. Benefits include health (90% employer paid), dental, vision, life and disability insurance; pension plan contributions, holiday, vacation and sick leave pay; tuition reimbursement and more.

How to Apply: Please send a resume and cover letter to Holly Porter at porter@dcachicken.com or mail to 16686 County Seat Highway, Georgetown, DE 19947 postmarked by September 18, 2026.

For more information, visit www.dcachicken.com or call 302-856-9037.