



## POSITION DESCRIPTION

<b>Position:</b>	<b>Director, Policy</b>
<b>Department:</b>	<b>Policy</b>
<b>Location:</b>	<b>Washington, DC</b>
<b>Reports to:</b>	<b>Vice President, Global Policy</b>

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### Summary:

BSA | The Software Alliance is the leading advocate for the global software industry before governments and in the international marketplace. Its members are among the world's most innovative companies and are at the forefront of the data-driven economy. They are the leading developers and providers of cloud services, data analytics, artificial intelligence, and cybersecurity tools.

BSA is currently seeking a Director or Senior Director to provide global policy counsel and advocacy on key issues for the software industry. The Director/Senior Director, Policy is responsible for policy development and advocacy on issues related to privacy, data flows, artificial intelligence, and other issues as needed. The ideal candidate will have a strong background in policy development either in the United States and/or in other regions in which BSA is active. The Director/Senior Director will work closely with BSA members and government officials throughout the world.

BSA is a collaborative work environment. The ideal candidate will be able to work well as a member of a team.

### Professional Experience and Qualifications:

- Bachelor's degree required; law or other relevant graduate degree a plus.
- Minimum of 8 years of relevant work experience.
- Strong interpersonal communication skills.
- Excellent writing ability.
- Experience with privacy and data transfer issues.
- Proven ability to think, act and produce results independently and also work collaboratively, effectively and transparently with others to develop plans, documents and achieve desired results.
- Ability to think and act strategically.
- Knowledge of the software industry a plus.

### **Key Responsibilities:**

- Identify and drive the development and execution of public policy initiatives, both domestic and international, on policy issues, with an emphasis on privacy policy.
- Understand and guide how privacy policy issues intersect with Artificial Intelligence, data and cybersecurity, law enforcement access, trade, and other issues.
- Shape and influence activities of governments in key markets around the world regarding developments affecting the global software industry on relevant policy issues.
- Monitor domestic and international policy and industry developments.
- Represent BSA before government officials and at industry meetings.
- Communicate, coordinate and collaborate with BSA members, keeping them informed, engaged, and aligned.
- Work closely with BSA staff and consultants around the world.

### **About BSA Benefits:**

BSA recognizes that benefits play an important role in your selection of an employer. We offer generous benefits including many unique benefits and perks to our employees in locations around the world and encourage everyone to live a healthy, balanced life. Our comprehensive benefits include:

- Generous health, disability and life insurance
- Exceptional 401k plan employer contributions
- Year-end office shut down between Christmas and New Year's
- Three weeks' paid sabbatical every five years
- Generous paid maternity and bonding leave
- Emergency backup child care
- Health/Fitness and Financial/Tax Advice allowance
- Professional development, continuing education (including tuition reimbursement) and training
- Casual dress

### **How to Apply:**

To apply for this position, please submit your resume and cover letter to [careers-americas@bsa.org](mailto:careers-americas@bsa.org). Include the position title and location in your Subject Line.

BSA is an Equal Opportunity Employer and values diversity. We embrace and reflect diversity in our staff and seek skilled individuals who are motivated and passionate about the industry, our work and expansive community.

Thank you for your interest in career opportunities at BSA | The Software Alliance!

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