JOB INFORMATION

Job Code                JA16
Job Description Title  Deputy Director, Policy & Partnerships, McCrary Institute
Pay Grade              DC08
Range Minimum          $144,600
33rd %                 $173,533
Range Midpoint         $188,000
67th %                 $202,467
Range Maximum          $231,400
Exemption Status       Exempt
Approved Date:         6/10/2024 9:01:44 AM

JOB FAMILY AND FUNCTION

Job Family: Administration & Operational Support
Job Function: Research Operations

JOB SUMMARY
The Deputy Director, Policy & Partnerships is responsible for leading the McCrary Institute's cybersecurity policy research, guides strategic partnerships to enable impactful collaborative initiatives, represents the organization in critical policy discussions, and drives evidence-based public policy conversations and action.

RESPONSIBILITIES

- Conducts comprehensive research, including the establishment of a cybersecurity research aggregation system, to inform and shape cybersecurity policies and recommendations. Develops and oversees McCrary Institute’s policy strategies.

- Produces policy papers, briefs, and reports to influence public discourse and policy decisions. Develops white papers and policy briefs on key cybersecurity issues and innovations.

- Facilitates Senior Fellow and stakeholder consultations to gather diverse insights for policy development. Monitors and evaluates the impact of implemented policies and legislation, coordinating with Auburn Office of Government Relations and suggesting revisions as necessary.

- Develops, leads, and mentors a team of researchers and policy analysts.

- Effectively communicates complex cybersecurity issues to a broad audience, including policymakers, academia, and the public.

- Forges partnerships focused on joint policy research and development initiatives. Establishes relationships with industry leaders, state and federal government bodies, and academic experts for collaborative policy studies.

- Networks with other cyber security institutes, organizations, and agencies to share best practices and insights. Leverages partnerships to enhance the organization’s influence and reach in policy-making circles. Engages in mutual learning and capacity-building activities with partner organizations.

- Collaborates with the communications team to support expansion of media presence by leveraging national relationships. Strengthens policy influence through Senior Fellows collaborations. Collaborates with and advocates for cybersecurity policies at state and national levels.

- Collaborates with communications and web design teams to develop and maintain a daily cyber news briefing and issues network.

- Performs other related duties as assigned.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.
MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

<table>
<thead>
<tr>
<th>Education Level</th>
<th>Focus of Education</th>
<th>Years of Experience</th>
<th>Focus of Experience</th>
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<tbody>
<tr>
<td>Bachelor's Degree</td>
<td>Public Policy, Political Science, Cybersecurity, or related field.</td>
<td>and 10 years of</td>
<td>Experience in policy development, strategic business operations, including electronic filing and database management; experience interfacing with corporate and/or institutional executives; extensive experience handling sensitive and confidential information and documents.</td>
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<tr>
<td>Master's Degree</td>
<td>Public Policy, Political Science, Cybersecurity, or related field.</td>
<td>and 8 years of</td>
<td>Experience in policy development, strategic business operations, including electronic filing and database management; experience interfacing with corporate and/or institutional executives; extensive experience handling sensitive and confidential information and documents.</td>
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Substitutions Allowed for Experience: When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Knowledge of qualitative and quantitative research methodologies and reporting.
Knowledge of communicating complex policy topics clearly and persuasively to diverse audiences.
Knowledge of collaborating effectively across teams and organizations.
Knowledge of electronic filing and database management.

MINIMUM LICENSES & CERTIFICATIONS

<table>
<thead>
<tr>
<th>Licenses/Certifications</th>
<th>Licenses/Certification Details</th>
<th>Time Frame</th>
<th>Required/Desired</th>
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<tbody>
<tr>
<td>None Required.</td>
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PHYSICAL DEMANDS & WORKING CONDITIONS

Vision Requirements:
Ability to see information in print and/or electronically and distinguish colors.

Travel Requirements:
In-State; Domestic