

Open Position: Legislative Policy Advisor/ Government Affairs (Contractor)

Organization: Oregon Dungeness Crab Commission (ODCC)

Position summary

The Oregon Dungeness Crab Commission is seeking a qualified independent contractor to provide government affairs and legislative services in support of Oregon's commercial Dungeness crab fishery. This one-year contract focuses on monitoring legislative and agency activity, advising the Commission, and leading targeted advocacy on key issues affecting the crab industry.

About the Oregon Dungeness Crab Commission

The Oregon Dungeness Crab Commission is a state commodity commission charged with promoting, protecting, and advancing Oregon's commercial Dungeness crab fishery through marketing, promotion, Education, and Research funded 100 percent by the Oregon commercial Dungeness crab fleet.

Contract term

The anticipated term is from full contract execution and required state approvals through June 30, 2027.

Scope of services (abbreviated)

The contractor will:

- Monitor state legislative and agency activity related to Oregon's commercial Dungeness crab fishery.
- Review bills and proposed amendments, flag issues of concern, and recommend which items ODCC should track.
- Provide regular reports to the Executive Director (at least bi-weekly during session) on legislative and regulatory developments.
- Coordinate targeted advocacy on key issues, including outreach to legislators and support for testimony.
- Meet with the Executive Director and Commission as requested to review issues and recommend actions.
- Provide an end-of-session summary of relevant actions and follow-up needs.

Compensation

Compensation will be structured as a monthly retainer under a professional services contract, with a total not-to-exceed amount. ODCC anticipates a competitive range of approximately \$2,500–\$3,500 per month, depending on experience, final scope, and legislative workload.

Minimum qualifications

- Demonstrated experience in Oregon government relations, legislative affairs, or lobbying.
- Familiarity with Oregon state agencies and legislative processes.
- Strong written and verbal communication skills.
- Ability to work independently as an **independent** contractor and meet deadlines.

Preferred qualifications

- Experience with natural resources, marine, or fisheries policy.
- Experience working with coastal or seafood-sector stakeholders.

How to apply

Please submit all of the following:

- Send resume or firm qualifications statement.
- Brief letter of interest describing relevant experience and approach to this work.
- Summary of recent experience with Oregon legislative or agency issues and outcomes.
- At least two professional references we may contact.
- Proposed monthly fee or fee range within the anticipated range above.

Email application materials or send to:

Crystal Adams, Executive Director

Oregon Dungeness Crab Commission

crystal@oregondungeness.org |

Phone:(541) 267-5810

Fax: (541)-267-5772

PO BOX 1160, Coos Bay, Oregon, 97420

Application deadline: July 15, 2026, 5:00 p.m. PDT.

Standard contract

The successful applicant will be expected to enter into ODCC's standard professional services agreement for legislative services, substantially in the form of the "2026 Legislative Services Contract," and must meet state insurance, records, and compliance requirements.