



Building Industry Association of Washington
300 Deschutes Way SW, Ste. 300
Tumwater, WA 98501
(360) 352-7800 | BIAW.com

Building Codes and Policy Manager

Lead BIAW's efforts on residential and energy construction codes. Inform BIAW members on applicable residential codes changes and coordinated engagement at the State Building Code Council and processes of the building code cycle.

Support BIAW's government affairs program including: engagement with local homebuilder associations' government affairs programs; updates regarding policy consideration, implementation, and/or processes; interaction with government agencies as directed/requested.

Conduct research as needed for BIAW's government affairs program. Outline, organize, and produce information related to residential construction as directed. Represent BIAW in agency rulemaking, track, engage, and inform BIAW membership on issues affecting the industry.

Duties:

This position shall provide general support to BIAW programs and staff, as well as research and development of special projects as assigned:

Building Codes

- Gain familiarity with residential building codes and regularly attend and testify at State Building Code Council (SBCC), SBCC Committee and Technical Advisory Group (TAG) meetings.
- Monitor, review, and participate in code development process at the SBCC relative to residential construction
- Recruit, support, and retain BIAW members to serve on SBCC, SBCC Committees, and TAGs. Have a core group of members to utilize as a resource for engaging and educating.
- Establish a strong working relationship with residential builder member on the SBCC.
- Assist in the development of code classes offered by BIAW to highlight changes and updates. Remain abreast of industry/code issues and trends.
- Develop relationships and liaise with assigned and relevant outside organizations, state agencies, and local homebuilder associations.
- Coordinate the gathering, cataloging, education and distribution of information regarding building codes to staff, committees, members and local associations

Government Affairs

- Coordinate the gathering, cataloging, education, and distribution of information regarding residential construction to support BIAW and local homebuilder associations.

- Be a conduit and resource for local homebuilder associations' government affairs programs – such as regulatory update guides and classes for BIAW members and local associations.
- Assist with grassroots efforts and coordinate with local homebuilder associations.
- Work with Government Affairs team to further BIAW's established and approved legislative policy and the regulatory goals of the association as assigned.
- Keep apprised of legislative and regulatory issues. Help track, engage, occasionally testify, and submit comments on rulemaking affecting the homebuilding industry.
- Assist and coordinate the activities of the Legislative Policy Committee, Legislative Strategy Committee, and other committees as assigned.

Skills/Abilities:

- High degree of self-motivation while still able to work with a team
- Great organizational and project management skills while balancing multiple projects and timelines
- Excellent critical thinking, reading and writing skills
- Use of good judgement and problem-solving skills
- The ability to translate policy ideas into applicable laymen terms and vice versa.

Preferred candidate will have BA/BS or equivalent experience with 3-5 years of legislative, regulatory, policy, or local government work experience.

Reporting Relationship:

Supervision and annual performance evaluations shall be the responsibility of the Government Affairs Assistant Director.

To Apply:

Submit resume, cover letter, and other relevant documents to Josie Cummings, josiec@biaw.com.