



NATIONAL COUNCIL *on*
TEACHER RETIREMENT
*Supporting Retirement Security
for America's Teachers*

DIRECTOR OF PENSION POLICY

*National Council on Teacher Retirement (NCTR)
Contract Position*

POSITION TYPE	REPORTS TO	TRAVEL
Independent Contractor (Part Time)	Executive Director	Approximately 15-25% (could be more)

Position Summary

The Director of Pension Policy serves as a trusted advisor to NCTR leadership, including the Executive Director and Executive Committee, offering strategic insight into emerging issues affecting public retirement systems across the United States. As an independent contractor, the Director collaborates with the Executive Director, Executive Committee, and Director of Federal Relations; strengthens NCTR's relationships with retirement system leaders; advises on educational programming; and contributes practical expertise in public pension administration, fiduciary governance, and retirement security.

Working collaboratively with the Executive Director, the Executive Committee, and the Director of Federal Relations, the Director helps ensure that NCTR remains responsive to the evolving needs of its member systems. The role emphasizes advising, connecting, educating, identifying trends, listening to member systems, strengthening relationships, and supporting NCTR's strategic priorities. The position is consultative and has no operational or administrative management responsibilities.

Essential Duties and Responsibilities

Strategic Advisory and Leadership Collaboration

- Serve as a trusted advisor and collaborative resource for the Executive Director, Executive Committee, and Director of Federal Relations on issues affecting public retirement systems and NCTR member organizations.
- Provide strategic perspective on emerging matters in pensions, governance, fiduciary, funding, investment, operations, and retirement security.
- Offer practical counsel grounded in extensive experience leading or advising public retirement systems.
- Collaborate with the Executive Director, Executive Committee, and Director of Federal Relations to identify opportunities, risks, and issues that are significant to NCTR members and the broader pension community.
- Support and contribute as an NCTR Team Member to strategic discussions with the Executive Director, Executive Committee, Director of Federal Relations, member system leaders, and external stakeholders.

Member and Industry Relationships

- Build and maintain trusted relationships with Executive Directors of public retirement systems, senior staff, trustees, and other pension leaders.
- Build ongoing relationships with NCTR member systems; listen to their priorities, challenges, and evolving educational needs.
- Share member feedback, industry observations, and practical insights with the Executive Director, the Executive Committee, and the Director of Federal Relations to help shape NCTR priorities and programming.



Member and Industry Relationships (continued)

- Strengthen connections among member systems by encouraging collaboration, peer exchange, and the sharing of effective practices.
- Represent NCTR at member meetings, professional forums, conferences, and industry events, as requested.

Educational Programming and Webinars

- Collaborate with the Executive Director, Executive Committee, and Director of Federal Relations on timely and relevant topics for NCTR conferences, workshops, webinars, committee meetings, and virtual educational events.
- Collaborate on developing agendas and member engagement for NCTR's Administrator Education, Legislative, Trustee Education, and Resolution Committee meetings, working with the Executive Director, Executive Committee, and Director of Federal Relations to ensure alignment with member needs and NCTR priorities.
- Recommend speakers, moderators, panelists, and subject-matter experts who can provide practical value to NCTR members.
- Help shape session objectives, discussion questions, and program content to ensure educational offerings reflect current member needs.
- Identify opportunities for webinar-focused programming that responds promptly to emerging pension issues and developments.
- When requested, serve as a presenter, moderator, facilitator, or panel participant.

Pension Trends and Industry Awareness

- Maintain a keen awareness of current pension-related issues affecting public retirement systems throughout the United States.
- Monitor significant legislative, regulatory, judicial, governance, funding, investment, workforce, benefit, and administrative developments in collaboration with the Executive Director and the Director of Federal Relations.
- Identify emerging trends and explain their practical implications for NCTR leadership and member systems.
- Provide concise, timely observations and practical recommendations to NCTR leadership and to member systems.
- Bring forward issues that may warrant member discussion, educational programming, strategic attention, or collaboration.

Collaboration and External Engagement

- Collaborate with the Executive Director, Executive Committee, and Director of Federal Relations to ensure NCTR programming reflects current pension, governance, and policy developments.
- Provide practical pension expertise to support leadership conversations with the Executive Director, Executive Committee, and Director of Federal Relations, and with policymakers, regulators, retirement organizations, and stakeholder groups.
- Maintain collaborative relationships with public pension organizations, industry experts, and other partners whose work advances retirement security.
- Participate in NCTR meetings and events as requested, collaborating with the Executive Director, Executive Committee, and Director of Federal Relations, with a particular focus on relationship building, member engagement, and educational value.

Reporting Relationship

The Director of Pension Policy reports directly to the Executive Director for contract administration and accountability. In fulfilling the role's responsibilities, the Director collaborates with the Executive Director, Executive Committee, and Director of Federal Relations as an advisor, resource, and partner to advance NCTR's strategic, policy, educational, and member-engagement priorities.

Minimum Qualifications

- Extensive knowledge of public pension systems, retirement plan administration, fiduciary governance, and board responsibilities.
- Demonstrated understanding of pension funding, actuarial concepts, investment principles, benefits, and retirement system operations.
- Strong awareness of federal and state developments affecting public retirement systems.
- Established relationships and built credibility within the public pension community.
- Exceptional interpersonal, advisory, presentation, and facilitation abilities.
- Ability to explain complex pension issues clearly to diverse audiences and translate developments into practical guidance for system leaders.

Preferred Qualifications

- Ten or more years of senior leadership experience in a public retirement system, a pension organization, or a related governmental entity.
- Experience as a retirement-system executive, senior pension administrator, or recognized pension-industry leader.
- Experience with nonprofit associations, boards, trustees, and public-sector retirement systems.
- Demonstrated success in building trusted relationships among pension system leaders and industry stakeholders.
- Experience contributing to conferences, webinars, executive discussions, or other educational programs.

Core Competencies

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| • Executive Leadership Advising | • Strategic Thinking |
| • Relationship Building | • Educational Program Development |
| • Public Pension Administration | • Public Speaking |
| • Fiduciary Governance | • Consensus Building |
| • Retirement Security | • Stakeholder Collaboration |
| • Industry Engagement | • Public Pension Trends and Best Practices |

How to apply:

Interested applicants should submit a résumé and a statement of interest to Robyn Wheeler at rwheeler@nctr.org by November 9, 2026. The position is scheduled to start on January 1, 2027.