

Date Posted: 01/28/13

**University of Houston
Graduate College of Social Work
JOB OPPORTUNITY POSTING**

Job Title: Executive Director

Employer/Agency: The Legislative Study Group

Job Description: The Legislative Study Group is an official caucus of the Texas House of Representatives. The LSG is committed to developing sound public policy that benefits all Texans. Founded in 1995, the LSG has worked through nine regular sessions and nine special sessions of the Texas Legislature, becoming one of the leading policy shops in the Texas Capitol. The LSG and its full time staff evaluate every single bill that comes on the floor of the House of Representatives.

The executive director will oversee at least 12 full time staffers, the majority of whom are from the University of Houston's Graduate College of Social work. The Executive Director will be responsible for the instruction and development of all staffers. The ED will oversee all work put out by the staffers and organize them into daily floor reports as well as emails that go to all members and associate LSG members.

The ED is ultimately responsible for the quality of work put out by the LSG, so applicants must have a strong background in public policy and communication. The ability to problem solve, manage others, and work under very tight deadlines is critical.

Qualifications: Previous session experience is required
Education and/or a strong background in public policy
Willing to work long hours

Salary/Hours: DOE

Employer/Agency: The Legislative Study Group

Address:

City, State, Zip:

Contact Person: Christopher Walker

Telephone Number: 281.250.0833

Email Address: Cwalk02@gmail.com

Application Method: Email resumes to cwalk02@gmail.com

Opening Date: Immediate

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