

Date Posted: 05/14/09

Job Opportunity Posting

Job Title: Manager, Public Policy & Government Relations

Employer/ Agency: The Greater Houston Partnership

Job Description: Responsible for routinely conducting policy projects that address emerging issues in other areas (i.e., immigration reform, public safety, workforce development, technology and innovation, tax issues, voter insights and small business development). GHP's Policy Team is responsible for driving the organization's policy objectives at the local, state and federal level. It provides direct support to the President and CEO, GHP Division leaders, Policy Committee Chairs, Executive Committee Members and GHP Directors.

Qualifications: The following knowledge, skills and abilities are required and desirable for job success:

- * Minimum of five (5-7) years of increasingly responsible professional experience in a legislative or regulatory environment.
- * Educational background and work experience demonstrating the ability to maintain or develop the level of knowledge and expertise in the assigned program areas.
- * Knowledge of the business issues and government at local, state and federal levels.
- * Excellent verbal, written, analytical, presentation and interpersonal skills.
- * Advanced in Windows, Microsoft Word, Microsoft Excel, Microsoft PowerPoint and other software programs.
- * Demonstrated preference for working with all levels of internal and external contacts.
- * Demonstrated history of exercising mature judgment and tact.
- * Demonstrated preference for detail work.
- * Experience working in fast-paced, team-oriented environment.
- * Ability to well under deadline pressures, with minimal supervision.
- * Self-motivated and directed with an appropriate professional appearance.
- * Ability and flexibility to prioritize, and work on multiple assignments.

Employer/Agency: The Greater Houston Partnership

Application Method: Apply online at <http://ejob.bz/ATS/jb.do?reqGK=697616>

Opening Date: Immediately

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@central.uh.edu with the hiring details of your new job opportunity. Thank you.