

Vice President, Policy

Job description | March 2020

Overview

Provides leadership in the research, analysis and development of policies that contribute to economic growth.

Core Accountabilities

- Contributes to the implementation of the Council's priorities on economic growth as outlined in its annual strategic plan.
- Conducts research and provides information and analysis on specific issues, as required.
- Drafts policy documents.
- Identifies and flags emerging issues and potential approaches and solutions.
- Develops and executes creative and effective strategies, tactics and initiatives to action the Council's strategic priorities.
- Develops and maintains relationships with Members of Parliament, Senators, federal and provincial government officials, think tanks, NGO's, and academics/consultants to share ideas and gather information.
- Develops and interacts with VP representatives of member companies, industry associations and other stakeholders.
- Represents the Council in meetings with government officials, industry associations, think tanks and other stakeholder groups.
- Represents the Council as a speaker or panel participant at conferences and stakeholder events.
- Represents the Council at Parliamentary Committee meetings.

Work Environment

- Reports to the President and CEO.
- Participates on the Council's Executive and Policy Committees.
- Works closely with VP colleagues and Associates to maximize the effectiveness of the Council's thought leadership and advocacy initiatives.

Qualifications

- University degree at the masters' level or above with economic focus.
- 5-10 years' experience working on economic and competitiveness issues.
- Excellent oral and written communications skills.
- Ability to develop well-informed advice and strategies reflective of the priorities and needs of the Council's diverse membership.
- Ability to work collaboratively with a small professional team.
- Bilingualism an asset.