



## **JOB POSTING**

### **Position: Consultant (Calgary)**

Counsel Public Affairs is growing in Western Canada again.

We are hiring a Calgary-based Consultant to help our expanding roster of clients succeed in Alberta and throughout the West.

Our newest government relations team member will be an energetic self-starter who thrives in an entrepreneurial environment.

Reporting to the Vice-President, Western Canada, this public affairs specialist will contribute to a growing and dynamic team with client support, lobbying, research, communications, media relations and monitoring, and administrative support. Our newest team member has a passion for public policy, government and politics and an ability to excel in an inclusive and collaborative work environment.

#### **Qualifications**

- Minimum of two years of experience working in an agency, government relations, government, or politics;
- University or college degree related to politics, policy and/or communications;
- Strong research and presentation skills with a strict attention to detail;
- Genuine passion for politics, policy and the latest events that effect our clients;
- Understanding of the Western Canadian political landscape;
- Ability to quickly learn and understand key client information including business strategy, industry issues, political environment, products and services, key customers and competitors;
- A team player; and,
- Creative, self-motivated and enjoys the opportunities and challenges of an entrepreneurial work environment.

#### **Responsibilities**

- Research, government relations strategy development and execution, including lobbying;
- Monitoring the Alberta political and policy environment and reporting updates to clients and leadership team on key developments, (e.g. government announcements, speeches, staff changes, budgets, cabinet shuffles etc.);
- Supporting Counsel's Alberta-based Director, Western Division and from time to time assisting in tasks in other western provinces;
- Research and preparation of proposals, reports, correspondence and PowerPoint presentations for client files and business development;
- Setting, preparing for, and attending client meetings and conference calls;

- Project management with the ability to meet deadlines while managing competing priorities;
- Stakeholder outreach and management;
- Working closely with Counsel's integrated public relations practice on campaigns geared towards achieving government relations objectives;
- Basic administration including setting of meetings, minute taking, tracking of hours and expenses, as well as ensuring regulatory compliance;
- On-time delivery of assignments and projects despite client delay, changes in direction, and revised budgets; and
- Other duties as assigned.

If you are ready for your next challenge in government relations, please send your résumé and cover letter to **reception@counselpa.com, addressed to Brad Lavigne, Vice-President, Western Canada.**

To be considered, applications must be submitted by 5:00pm MT, Tuesday, June 30, 2020. Only those candidates short-listed for an interview will be contacted.

Thank you for your interest in working with Counsel.

### **About Counsel Public Affairs**

Counsel is one of Canada's leading public affairs agencies, specializing in government relations, strategic communications, and integrated campaigns. Established in 2004 in Ontario, today Counsel is a national firm, with offices in Calgary, Vancouver, Toronto and Ottawa.

Counsel's team has decades of experience and includes senior individuals who have quarterbacked national political campaigns, run provincial war rooms, written winning platforms, served as Cabinet Ministers, led First Nations, held executive roles in major corporations and, most importantly, helped hundreds of clients to succeed.

Our government relations and strategic communication experience is broad, providing us with expertise across a wide range of sectors including health care, agriculture, construction and development, energy, financial services, Indigenous affairs, legal, pharmaceuticals, post-secondary and research institutions, regulated professions, the sharing economy, and much more.