

T A M P A B A Y PARTNERSHIP

Director, Policy and Research

WHO WE ARE:

Tampa Bay Partnership brings together a diverse group of leaders and partners within the Tampa Bay region to resolve challenges facing the community. We do this by creating equitable access to opportunities and enhancing both personal and economic wellbeing for residents.

We are currently seeking a Director of Policy and Research, to be responsible for developing public policy research and providing strategic analysis of the organization's key priorities. The Director will report directly to the CEO and will support the organization, its investors, and stakeholders with meaningful and actionable research and insightful interpretation of information relevant to advancing the Partnership's Policy Agenda.

RESPONSIBILITIES:

Public Policy

- Participate in the identification of Public Policy issues that align with the priorities of the organization.
- Develop or provide research or assessments that assists in the development of public policy positions, including conducting research necessary to finalize the Partnership policy agenda.
- Educate staff, investors, stakeholders, and other groups on research-based key policy issues.
- Provide strategic analysis for the development of the Partnerships annual policy agenda.
- Synthesize research and policy information into policy proposals or other formats that can be interchangeably used to communicate with distinct audiences.
- Collaborate with the team to implement strategies for advancing public policy goals.
- Oversee the convening of established working groups and task forces, including thought leadership, content development and communication, authoring and presenting in-house, and other research.
- Conduct or obtain research requested by various Partnership task forces.
- Provide backup support for management of work groups and meetings in Board Effect.

Research

- Oversee Partnership-based research activities. Conduct or obtain research requested by the various Partnership task forces.
- Develop, publish, and continually assess a proprietary benchmarking report to be used as an objective assessment of regional prosperity and economic competitiveness.
- Interpret and assess benchmarking data as a baseline for policy initiatives and engagement. Develop a tracking and reporting mechanism for policy issues and legislative records, as appropriate.
- Build working relationships with other related research functions in the region state, and nation. (e.g., TBRPC, EDO's, Enterprise Florida, Florida Chamber Foundation, etc.)
- Consult with leadership to develop and implement periodic research projects with the assistance of external researchers or organizations.
- Engage with investors, think tanks, and other subject-matter experts to develop thought leadership through publishing of white papers and other reports and through fact-based analysis.

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- Support the work of other senior staff through the provision of data, resources, or other information on an as-needed basis.
- Ensure the availability and provision of timely data/development updates for the website, collateral development, or other presentations. Develop content in support of the Partnership's communications efforts relating to policy issues.
- Present data or represent the Partnership at meetings of economic development, business and/or policy, or legislative groups.
- Support the development of any required specialized databases. Assist in maintaining a system of information collection, dissemination, and storage to provide access to research.
- Develop and administer a budget for research activities.

Leadership

- Assist in the development of a strategic business plan and annual work program for the Partnership's Foundation, a 501(c)3 organization. This includes a fundraising plan, resource development, and grant research and applications in alignment with the mission and activities of the Partnership.
- Collaborate with senior staff to research, select, develop, and implement programs to support the work of the Partnership (c)6, including the Strategic Plan, the Annual Work Program, and the Annual Policy Agenda.
- Oversee the Public Policy and Research related activities of the staff as assigned.

EDUCATION AND SKILLS/COMPETENCIES:

- Self-sufficient and self-starter. Ability to manage high level strategic work as well as detailed administrative tasks. Proficient in Microsoft Office products, including Outlook, Word, Excel, MS Teams and Power Point. Tableau experience highly preferred.
- Proven knowledge of community development and/or public policy research coordination in a senior level position.
- Excellent communication skills. Ability to deliver presentations to a diverse group of leaders.
- Exceptional professional demeanor, presence, and polish with the ability to interact and communicate effectively with community leaders, executives, and public officials.
- Ability to demonstrate enthusiasm, a strong presence, confidence, and leadership amongst peers, investors, and other stakeholders.
- Ability to face adversity and handle conflict and debate in a meaningful and collaborative manner. Ability to build consensus among stakeholders.
- Strong perspective and ability to see data in a meaningful relationship, yet in the broadest view possible. Ability to think strategically and globally and to pose scenarios and alternatives. Ability to communicate perspective and to pose scenarios and alternatives based on collaborative discussion.
- BA/BS in business, economics, statistics, or related field. Masters or other advanced degree is a plus.
- 5+ years of experience in planning, performing and delivering community development and/or public policy research projects.

We are committed to an inclusive workplace reflective of the community it serves. Please let us know if you need any assistance or accommodation in the application process.