

Local Government and Public Safety Policy Advisor, Governor Gretchen Whitmer

The Office of Governor Gretchen Whitmer is seeking a Local Government and Public Safety Policy Advisor.

This individual will manage issues around public safety, criminal justice, and local government policy. Focus areas are subject to change based on emerging issues, the Governor's priorities, and executive office needs.

The policy advisor position takes a long-term, strategic view on implementing a diverse set of issues facing the State of Michigan. They will work with the governor, policy team, executive office staff, and cabinet to pursue the policies, programs, and tools that will make the Governor's vision for the State of Michigan a reality.

Job Responsibilities: The Local Government and Public Safety Policy Advisor reports to the Policy Director and is responsible for the following:

- Create and manage a process for achieving the Governor's long term and annual agendas on issues related to public safety, criminal justice, and local government policy.
- Collaborate with the executive office staff and cabinet to develop, coordinate, and implement the governor's key initiatives and policy agenda.
- Monitor, research, and analyze current events and policy issues to make informed recommendations on priorities and adjustments to the policy agenda.
- Foster partnerships with key leaders in the public, private and philanthropic sectors, and convene key external stakeholders and national thought leaders to identify and define policy problems, gather input, and identify policy solutions.
- Define metrics, milestones and prepare reports to measure progress on policy implementation.
- Monitoring and staffing state-level boards and commissions to further the governor's agenda.
- Other duties as assigned.

The ideal candidate will have:

- Experience in developing policy solutions and making recommendations, drafting briefing memos.
- Have knowledge of the state legislative and administrative policy processes.
- Proven ability to build strategic plans and foster coordination and collaboration among colleagues and with external stakeholders.
- Background in project management to work on multiple issues in a fast-paced environment.
- A commitment to maintaining focus on priority initiatives aimed at reaching the governor's goals, and getting results in a fun, fast-paced environment while managing a heavy workload with competing priorities.

Qualifications:

- Demonstrated ability to access and synthesize research on policy topics quickly and communicate recommendations accurately and succinctly.
- Excellent communication, organizational and interpersonal skills, sound political judgement, and ability to work well with a team.
- Ability to set, communicate, and meet goals and deadlines.
- Ability to turn policy into action and deliver results.

What Else You Should Know: Salary dependent upon applicant's qualifications and previous experience. [State employee benefits](#) include medical, vision, and dental coverage, paid leave, and an employer contribution to your retirement fund.

How to Apply: Please send a cover letter, resume, recent writing sample, and references to Natalie Vanacker at VanackerN1@michigan.gov by Friday March, 10, 2023. E-mail Subject line must include Local Government and Public Safety Policy Advisor.