



# Tony Evers

Office of the Governor | State of Wisconsin

The Office of Governor Tony Evers is seeking a policy advisor to join the Policy Department in effectively and strategically advancing the governor's vision for the State of Wisconsin. The ideal candidate will have prior policy experience, strong communication skills, be able to work with a variety of stakeholders, and be able to work both independently and with a team. The position will be filled at either the Policy Advisor or Senior Policy Advisor level.

## Job Responsibilities

The Policy Advisor will report to the Policy Director. The Policy Advisor will be responsible for a set of policy areas on which they will work. In particular, the department is seeking an individual with an interest or experience in workforce development, higher education, taxes and financial institutions, and/or professional licensing.

Specific job duties include:

- Research best practices and work with state agencies to evaluate policy options and develop recommendations.
- Meet with stakeholders and experts to gather information, feedback, and options for Wisconsin policy.
- Serve as the primary liaison between the Governor's Office and assigned state agencies.
- Track and analyze administrative rules from state agencies.
- Track and analyze legislation within policy portfolio.
- Collaborate across departments within the Governor's Office to advance policy objectives.

## Qualifications

Governor Evers is seeking candidates who excel in working in a team environment, can adapt to a fast-paced workplace, and apply critical thinking to advance policy solutions. You should have:

### Requirements

- Experience with critical policy analysis.
- Ability to adapt to and excel in a fast-paced workplace.
- A demonstrated track record of developing and maintaining strong working relationships with and among a diverse group of partners.
- A demonstrated commitment to serving the state of Wisconsin.
- A high level of organizational skills and the ability to deliver quality work on tight deadlines.
- Excellent written and verbal communication skills.

### Preferred Qualifications:

- Knowledge of particular policy areas or fields of expertise
- Familiarity with the executive and/or legislative decision-making process

## **Compensation**

- Starting salary ranges from \$45,000-\$60,000 annually at the policy advisor level and \$60,000 to \$80,000 annually at the senior policy advisor level, commensurate with experience.
- Generous state benefits package.

The Office of Governor Tony Evers is an equal opportunity employer, and it strives to recruit and retain high quality staff who are committed to increasing the diversity of the organization.

## **How to Apply**

- Send a cover letter (one page max) and resume to Jacob Pankratz, Policy Director, at [jacob.pankratz@wisconsin.gov](mailto:jacob.pankratz@wisconsin.gov).