



Job Announcement – Senior Domestic Outreach Associate

Organization Description:

The Center for Economic and Policy Research (CEPR) was established in 1999 to promote democratic debate on the most important economic and social issues that affect people's lives. It is an independent nonpartisan think tank based in Washington, DC. CEPR functions as an economic "truth squad" and a media watchdog, conducting professional research and getting it out to the media, policy-makers, and advocates.

Job Description:

The Senior Outreach Associate plays an essential role in CEPR's operations. S/he works as a team with economists and communications coordinators to formulate and implement strategies to share CEPR's research with key audiences. The Senior Outreach Associate acts as a conduit to translate CEPR's research into action by connecting with advocacy groups, policymakers and their staff, and other actors in the domestic policy community. This position requires a high level of autonomy, initiative, and ability to work with a range of players in the policy world.

Responsibilities:

- Identifies and cultivates contacts among research, advocacy, and congressional audiences at state and national levels.
- Represents CEPR at and participates in conferences, coalition meetings and public events.
- Plans, coordinates, and hosts events, such as Hill briefings, press conferences, and public debates.
- Monitors and tracks policy developments and current issues.
- Responds to outside inquires for technical assistance
- May assist in domestic policy research.

Qualifications:

- Current knowledge of the D.C. public policy community and/or economic policy is a must
- 5-7 years of experience in policy, communications, organizing, government or Congress preferred
- Self-directed and a demonstrated team player
- Excellent written and oral communications skills.
- Ability to handle multiple projects in fast-paced environment a must.
- Bachelor's degree required.
- Competency in basic computer software and web-based database programs required.
- Commitment to social and economic justice is a plus.

Salary & Benefits:

CEPR offers a competitive salary and an excellent benefits package. This position will be represented by the International Federation of Professional and Technical Engineers, Local #70, AFL-CIO.

Closing Date of Position: May 25, 2008

To Apply: Send resume, cover letter and salary requirement to jobscepr2008 [at] cepr [dot] net. Please include "Outreach Associate Search" in the subject line. Applications may also be mailed to Outreach Associate Search Committee, CEPR, 1611 Connecticut Ave., NW, Suite 400, Washington, DC 20009. NO TELEPHONE CALLS OR FAXES PLEASE. Successful candidates will be contacted by June 5 to schedule an interview. Due to the volume of applicants, you may not receive a response.

The Center for Economic and Policy Research is an equal opportunity employer that considers applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any legally protected status.