



Associate – Events & Development

State of Reform works to bridge the gap between the work of health care and that of health policy.

We're looking to fill the position of Associate – Events & Development, and we'd like to know if you're interested in joining us.

State of Reform provides policy analysis and market intelligence to the health care and human service sectors in West Coast markets: Washington State, Oregon, California, Hawaii and Alaska.

We provide this content where it works best for our information consumers, through multiple discrete channels: annual conferences, email newsletters, website news, web video, social media, and small run book publishing.

This position will primarily support our State of Reform Health Policy Conference, currently held in 6 markets, with an additional 5 markets planned for expansion in 2017.

Job description and responsibilities: This position will support our events and conferences as well as support related communications campaigns and events. Here is some of what that looks like.

- Lead or support for event logistics across all of the State of Reform markets for the State of Reform Health Policy Conference and digital news site (www.stateofreform.com), meaning you're going to be working on various events from launch to finish, relying extensively on our website and other digital strategies
- Lead or support for sponsorship account management, meaning making sure our sponsors and key stakeholders are getting what they need from our events and our brand.
- Extensive writing, reporting and analysis, meaning you'll be reporting on and writing about health care when you're not hustling for an event
- Support for client account activity, likely related to events or digital communications strategies
- Supporting public relations, marketing and communications activities for clients in the health care and human services sectors
- Integration into an existing team of consultants to support health reform consulting activity, which may include public or private sector clients on topics ranging from integration, Medicaid policy, health benefit exchange activity, and health care communications/marketing

Qualifications: The details are below, but this is you. You've worked on events in the past. You have charisma and problem solving skills that make people like you, particularly event sponsors and stakeholders. You write well and learn quickly. You don't like failure, but you have the courage to stretch into new areas. You've got some digital media savvy, including a familiarity some basic html, social media, and Wordpress.

This position will require a set of diverse skills and the ability to manage multiple types of projects. Please address how you meet these qualifications in your cover letter.

- 2-5 years of progressively challenging event management experience
- 1-3 years of sponsor relations experience
- 4-year college graduate with a degree in public relations, communications, marketing, business administration, political science, economics, international relations, social science or related field. Masters degree preferred.
- Excellent writing and verbal communication skills along with a proven ability to develop and maintain strong working relationships with both internal and external stakeholders
- Project management experience and skills with a high attention to detail. Must be organized and have excellent follow through.
- Must be a fast learner, be able to handle multiple assignments and enjoy the pressure of a deadline-driven environment.
- Must have advanced problem solving and critical thinking skills. The importance of this piece cannot be overstated.

If you can answer yes to some of these, let us know. It'll make you stand out. Trust me.

- Have you worked on political campaigns?
- Have you worked in a news room on deadline?
- Do you have an entrepreneurial streak?
- Do you get a thrill out of meeting new people?

Tell us about it in your cover letter.

To Apply: This is a full time position. We offer a competitive compensation package, including health care, retirement and paid time off benefits.

Most importantly, this is a work place where the right candidate will enjoy coming to and a culture in which one can flourish as a person.

If you'd like to apply for a position, please send us your resume, and a cover letter to info@wilsonstrategic.com. In your cover letter, tell us how you'd add to the team, and why you are a fit with us. Be sure to address your salary expectations in your letter, and how you meet the above qualifications. No calls, please.