

A World in Crisis

Dear _____,

Below is the position description for the role of Government relations officer, for Federation of Thai Industries in **the World in Crisis Simulation**. Before the simulation begins, you are required to conduct a mock job interview and submit a suitable fictitious resume according to your assigned role for the simulation.

You are expected to research your assigned position to understand the organization and their objectives and prepare thoroughly for the interview. You may be placed in an NGO, government, media organization, or a multinational corporation depending on your major and minor. There are various roles available such as policy coordinator, policy advisor, communications officer, journalist, government relation officer, and many more. The objective of this assessment is to allow you understand what is expected of you in your roles and prepares you for the simulation.

You do not have to submit your one-page CV prior to your face-to-face interview. Just **bring it with you on the day of the interview**.

Best regards,

Dr. Joel Moore

Position Description

Government relations officer, Federation of Thai Industries

Duties and Responsibilities

- Plans, develops, implements, administers and evaluates programs, activities and daily operations related to the governmental affairs support function.
- Oversees and coordinates complex interactions with legislators, legislative staff, other officials, staff of political parties, and other government officials/staff.
- Develops national priority recommendations and documentation, legislative request support materials, economic impact/development information and other materials in support of the FTI government relations activities.
- Directs and oversees of the national priorities development and implementation processes.
- Performs miscellaneous job-related duties as assigned.

Minimum Job Requirements

- Completed degree(s) from an accredited institution that are above the minimum education requirement may be substituted for experience on a year for year basis. Bachelor's degree; at least 7 years of experience directly related to the duties and responsibilities specified.

Knowledge, Skills and Abilities Required

- Knowledge of national government organization and legislative processes, including budget and appropriations processes.
- Strong interpersonal and communication skills and the ability to work effectively with a wide range of constituencies in a diverse community.
- Ability to use independent judgment and to manage and impart information to a range of internal and external organizations and constituencies.
- Skill in examining and re-engineering operations and procedures, formulating policy, and developing and implementing new strategies and procedures.
- Ability to develop, plan, and implement short- and long-range goals.

Interview Questions

- How can we better pressure the government to take the interests of industry into account when making policy decisions?