



ONTARIO REAL ESTATE ASSOCIATION

15 Kern Road, Toronto, ON M3B 1S9

Government Relations Specialist – Eastern Ontario

(1 year contract – possibility of extension)

At OREA, it is our goal to keep the dream of home ownership alive in Ontario. That's why we have made it our mission to help Ontario's 92,000 REALTORS® succeed in building stronger communities. We deliver on that mission by providing services that assist our members in their day-to-day business practices, like Standard Forms, Government Advocacy and Leadership Training. OREA speaks to a variety of audiences, including consumers, media, policy makers, real estate leaders, the provincial regulator, other associations and of course, Ontario REALTORS®.

Job Description:

The Government Relations Specialist will be a valued member of OREA's Government Relations team, reporting directly to Head of Advocacy and Stakeholder Relations. Focusing first at the municipal level and then branching into provincial jurisdiction, the overarching objective of the regional GR Specialist is to support the legislative, policy, and political priorities of the five local real estate Boards in eastern Ontario and the Ontario Real Estate Association

This is a hybrid role with frequent travel between Eastern region Board offices, and occasional travel to OREA's offices in Toronto.

Responsibilities include but not limited to the following:

- Assist in the creation and deployment of OREA campaigns, including social
- Assist local REALTOR® Boards in meeting the shared goals of OREA and the local Boards in Eastern Ontario including, but not limited to:
 - Assisting in creating an annual advocacy plan for Eastern Ontario and individual advocacy plans for local real estate Boards.
 - Creating and encouraging Member participation in Call for Action campaigns in Eastern Ontario.
 - Assisting local Boards with access to OREA advocacy resources including the Issues Mobilization Grant Program and the EMBERS program.
- Where appropriate, serve as a liaison to municipal and provincial elected officials on behalf of OREA and local real estate Boards, including building and maintaining relationships with key decision-makers by arranging for meetings for local Board representatives and preparing materials in advance.

- Monitor local government issues impacting REALTORS® and the real estate industry on behalf of local real estate Boards. This will include monitoring traditional media, social media, and municipal council agendas. Work with local Boards to coordinate responses when required.
- Identify political functions and community events of value, and work with local real estate Boards to coordinate an appropriate REALTOR® presence.
- Research local issues and prepare analysis as requested.
- Serve as a liaison between OREA and eastern Boards to establish / maintain relationships with local Board Executive Officers, Presidents, and Political Action Committee Chairs
- Coordinate speaking engagements at local Board meetings and participation at local Board events.
- Assist eastern Boards in organizing REALTOR® Member attendance at OREA's annual advocacy conference and lobby day(s) in Toronto.
- Attend OREA business / professional meetings as required.

Qualifications & Skills:

- Bachelors' Degree, preferably in a related field
- A minimum 1-2 years experience in politics and / or Government (municipal, provincial, or federal).
- Knowledge of provincial and municipal legislative processes.
- Willingness and ability to travel (up to 20%). Must possess a valid Ontario driver's license and have access to a car.
- Experience in grassroots organization and / or Member facing campaigns considered an asset.

Why OREA?

- We work on award winning campaigns, world class events and some of the biggest issues in Canada
- We offer a competitive salary
- We offer a hybrid work-from-home policy with flexible work schedules so our staff can spend more time with family and friends and less time commuting
- We help our staff grow their skills to advance their careers through individual professional development budgets.

- We provide staff with the best technology in home and at the office and provide full-time support.

Interested applicants should submit their resume and cover letter, including salary expectations, in confidence to the attention of career@orea.com on or before February 3, 2023. We thank all applicants in advance for their interest in OREA but only those selected for interview will be contacted.

OREA is committed to inclusive and accessible employment practices. If you require an accommodation to fully participate in the hiring process, please notify the Human Resources Department.