



# Government Relations Officer

Bio-economy Skills At-a-Glance



Building skills for Canada's bio-economy

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## About BioTalent Canada™

### Helping Canada's Bio-economy thrive globally

Canada is a world leader in biotechnology—the application of living organisms to industrial, agricultural, medical and other processes and products. To maintain and build on this leadership, the sector needs highly skilled, job-ready people.

By acting as a national hub and central resource for employers, job seekers, students, educators and government agencies, BioTalent Canada helps make this happen.

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[www.biotalent.ca](http://www.biotalent.ca) • Telephone: 613-235-1402

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## About the Bio-economy

The bio-economy involves the research, development, manufacturing and commercialization of technologies and products for such areas as:

- Agriculture
- Aquaculture
- Bioenergy
- Bioinformatics
- Bioproducts
- Biosciences
- Environment
- Food Processing
- Forestry
- Genomics
- Human and Animal Health
- Industrial
- Life Sciences
- Medical Devices
- Natural Resources
- Nanotechnology
- Nutraceuticals
- Pharmaceuticals

## Components of the Bio-economy Skills At-a-Glance

The *Bio-economy Skills At-a-Glance* are built around *Key Competencies*. They are not complete *Bio-economy Skills Profiles*. They capture the key hard and soft skills required to successfully function in this position. Those key competencies require specific tasks be accomplished in order to attain the desired outcome. More often than not, those key activities are functional in nature and require the application of specific knowledge acquired by education, training or practical experience. In bio-economy companies, those functional competencies may be very broad and diversified, encompassing both scientific and business expertise. Some may refer to functional competencies as hard skills of the position.

The *Bio-economy Skills At-a-Glance* have been developed through secondary research and have NOT been validated by industry. As a result, industry feedback will be greatly appreciated. Please send any feedback to [portfolios@biotalent.ca](mailto:portfolios@biotalent.ca).

The *Bio-economy Skills-At-a-Glance* are useful for such activities as recruiting, professional development, coaching, self-assessment, and many other purposes.

## Occupational Description

A Government Relations Officer presents their organization’s interest to federal, provincial or municipal government legislators or to relevant departments or agencies. Government Relations Officers also inform their employers what the effects of a particular bill or law would be.

## Potential Professional Background and Education/Bio-economy or Relevant Experience

### Education/Certification

- A university degree or college diploma in public relations, communications, marketing, journalism or in a related field. Scientific background is a definite asset.

### Professional Experience

- Several years of experience are required as an advertising officer, public relations officer, communications officer or in a related occupation.

## Competencies and Tasks

*A Government Relations Officer must be able to:*

### A. Develop a government relations strategy

TASKS
1. Ensure a full understanding of all of the organization’s activities
2. Keep abreast of Federal and Provincial/Municipal government systems and how they impact the organization’s interests within the relevant statutory and regulatory framework
3. Identify specific strategies that create or enhance market opportunities across the company's commercial product portfolio and development pipeline
4. Identify tactics for the government relations strategy
5. Identify stakeholders’ advocacy directions and potential partnerships with other organizations which may positively influence legislative or regulatory outcomes

***B. Implement a government relations strategy***

<b>TASKS</b>
1. Advise senior management on legislative impacts on the organization's business
2. Seek approval from senior management to implement government relations strategy including tactics
3. Inform appropriate team members when implementing tactics
4. Establish partnerships with other organizations which may positively influence legislative or regulatory outcomes

***C. Identify legislative and regulatory issues that may affect the organization***

<b>TASKS</b>
1. Provide effective support by identifying and implementing policy initiatives that create or enhance market opportunities across the company's commercial product portfolio and development pipeline
2. Conduct research to identify and understand complex issues in order to positively impact the company
3. Conduct detailed analyses, prepare complex reports and develop specific recommendations regarding special projects arising from Federal and Provincial laws and regulations

***D. Lobby legislators to promote the organization's interests***

<b>TASKS</b>
1. Monitor, advocate and lobby legislation with potential to impact the organization's business
2. Cultivate and maintain ongoing relationships with federal, provincial policy makers and staff
3. Serve as an internal consultant and advocate for government relations issues as they arise throughout the organization

***E. Demonstrate personal competencies***

<b>TASKS</b>
1. Demonstrate teamwork
2. Exhibit sensitivity to cultural and social diversity
3. Be customer service focused
4. Work in a fast-paced environment
5. Follow company's policies and procedures
6. Demonstrate time management skills

TASKS
7. Manage stress
8. Be a quick learner
9. Communicate effectively and clearly

## Strong Board of Directors

The Board of Directors is composed of experts in the field of HR, CEOs, CFOs and CSOs from across Canada with extensive financial and industry experience representing companies and organizations in Canada's bio-economy. BioTalent Canada is not a membership organization and therefore relies on the guidance provided by its dedicated volunteer Board of Directors.

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