

Hilton – Senior Manager, State and Local Government Affairs

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Job Snapshot

Employment Type:

Full-time

Date Posted:

05-26-2017

Job ID:

COR01019

Location:

Hilton Corporate
7930 Jones Branch Drive
McLean, VA

Job Description

The Senior Manager of State and Local Government Affairs will proactively build relationships with state and local government entities and identify risks and key legislative opportunities to drive Hilton's strategy and engagement at the state and local levels in the U.S. government in order to protect and advance the interests of Hilton. The Team Member will also be responsible for implementing initiatives related to state and local government affairs.

What will I be doing?

- Engage directly with state and local government groups to strengthen Hilton's relationships with key decision makers
- Manage day to day external stakeholder relationships and coordinate with Hilton's Government Affairs team on priorities
- Monitor key legislative opportunities and risks for the company and alert internal stakeholders about them while identifying possible solutions to potential challenges
- Liaise and collaborate with the Government Affairs and Corporate Affairs teams to improve the legislative environment and to help enhance Hilton's reputation in state capitals
- Prepare and research information on legislative issues
- Study and interpret proposed legislation that will have an impact on Hilton
- Represent Hilton at trade association, government, coalition and other industry stakeholder meetings

- Monitor the development of State and local legislation and regulations of interest to Hilton
- Work closely with the local and state governments of jurisdictions where Hilton has major corporate offices
- Knowledge of political processes at the state and local levels
- Ability to work collaboratively with internal and external partners
- Demonstrate excellent communication skills, both written and oral
- Reputation for ethical conduct and commitment to ethical behavior
- Self-starter; proactive, able to develop new and creative ideas
- Knowledge of regulatory requirements regarding lobbying, fundraising and political contributions
- Ability to anticipate emerging issues and the ability to study and master complicated issues

Job Requirements

What are we looking for?

To fulfill this role successfully, you must possess the following minimum qualifications and experience:

- BA/BS Bachelor's Degree
- A minimum of five (5) years of experience in a combination of related positions, including working for a company, lobbying firm or trade association or as a legislative staffer or official in State or Federal government
- Experience with state regulatory agencies
- State and local legislative and regulatory experience
- Demonstrated ability to establish solid working relationships with various internal and external stakeholders
- Ability to work in a team environment and partner with other cross-functional Team Members
- Excellent leadership and communications skills
- Very strong written and verbal communications skills

It would be advantageous in this position for you to demonstrate the following capabilities and distinctions:

- MA/MS Master's Degree
- Strong knowledge of hospitality products, services, solutions and strategies
- Prior analysis of state legislation and regulations experience

What will it be like to work for Hilton?

Hilton is the leading global hospitality company, spanning the lodging sector from luxurious full-service hotels and resorts to extended-stay suites and mid-priced hotels. For nearly a century, Hilton has offered business and leisure travelers the finest in accommodations, service, amenities and value. Hilton is dedicated to continuing its tradition of providing exceptional guest experiences across its global brands. Our vision to fill the earth with the light and warmth of hospitality unites us as a team to create remarkable hospitality experiences around the world every day. And, our amazing Team Members are at the heart of it all!