



Ferox Strategies seeks a Healthcare Policy Analyst to add to its rapidly growing team. Ferox Strategies is a boutique government affairs firm specializing in federal lobbying and political outreach. Our current and growing list of clients includes: major corporations, commercial real estate firms, small-to-mid size technology and pharmaceutical firms, and local economic development organizations. Our areas of focus span from healthcare to homeland border security, to tax and trade policy, environment and agriculture, workforce development, immigration, appropriations, and telecommunications.

#### ***Healthcare Policy Analyst Job Description***

A Healthcare Policy Analyst at Ferox will support the firm's team in healthcare policy and regulatory monitoring and analysis, research, and writing, as well as some administrative duties. Our motto, "Hustle is Our Strategy," reflects our firm's culture valuing hard work, flexibility, and innovation as we go the extra mile to deliver results for our clients.

A successful Healthcare Policy Analyst will be highly organized with the demonstrated ability to manage multiple projects of varying deadlines in a dynamic and fast-paced environment. Ownership and reliability over projects big and small, as well as flexibility, are essential.

#### ***Core Competency and Primary Duties***

The Healthcare Policy Analyst is often -- if not exclusively -- responsible for the first draft of many important Ferox products and *must* be an exceptional writer. Experience with healthcare policy is a plus.

Written assignments will require the Policy Analyst to:

- Draft and edit internal and client-facing written work that is cogent and error free, such as activity reports in Word and Excel, policy and client "backgrounders", business development proposals, strategy documents, and marketing materials including website and social media content.
- Demonstrate flexibility and judgment in writing persuasively in another's "voice" (e.g., from different political or policy perspectives) and in differing contexts (for example, a formal proposal vs. social media).

In addition to creating substantive and error-free written products as noted above, primary duties of the Healthcare Policy Analyst will include:

- Daily review and analysis of federal, state, and local legislation and regulations of relevance to the firm and clients;
- Daily review and analysis of news and policy developments of relevance to the firm and clients;
- Communicate relevant information to the firm's senior staff and clients, especially policy and news developments as they impact client interests, both in writing and in person;
- Attend hearings and other events, and prepare summary memos for clients and senior staff;
- Lead follow-up and coordinate logistics for meeting requests.

#### ***Reporting Structure and Ferox Ethos***

The Healthcare Policy Analyst will work closely with and under the supervision of the entire Ferox team. Collaboration and the ability to work as part of a team are an important part of our ethos. Communication in real time with teammates verbally or via email, text, or slack keeps us rowing in the same direction and provides a competitive edge.

In addition to our motto of "Hustle is Our Strategy," punctuality is a big part of the Ferox brand and should be modeled by every person on our team. Arriving on time or early for meetings with clients, external-facing events,



and even internal meetings with other members of the team shows respect, reliability, and competency before we say the first word.

A Healthcare Policy Analyst will cultivate professional judgment and look for ways to grow political acumen in order to work effectively with clients and stakeholders representing a variety of political and policy outlooks.

To apply, please send a resume and short (1-3 page) writing sample to [info@feroxstrategies.com](mailto:info@feroxstrategies.com). No phone calls or drop-ins please.