

RESEARCH AND LIAISON COORDINATOR (BPK)

Duties Statement

Under executive direction, with wide latitude for the exercise of independent judgment and initiative, plans and participates in research, development and coordination of community initiatives relating to various specialized areas of government activity; maintains liaisons with government and private agencies; acts a confidential consultant to the Borough President in all matters pertaining to governmental activity; makes policy recommendations; acts as liaison for the Borough President with public and private entities; performs other such duties as are delegated by the Borough President.