



Job Description Senior Research Analyst

INTRODUCTION

National Priorities Project (NPP) makes complex federal budget information transparent and accessible so people can prioritize and influence how their tax dollars are spent. We hold the vision of an informed and engaged democracy where all people affected by federal spending priorities have the ability and opportunity to shape our nation's budget. Located in Northampton, MA, since 1983, NPP focuses on the personal and societal impact of federal spending at the national, state, congressional district and local levels. Find out more at <http://www.nationalpriorities.org>.

NPP's Senior Research Analyst reports directly to the Executive Director and works collaboratively with the manager of our extensive federal spending database, colleagues in research, IT, communications and networking. This position plans and executes the research that underlies NPP's suite of materials and tools.

RESPONSIBILITIES

Analysis

1. Conduct research necessary for reports, web-based applications, and information requests, and participate in the work necessary to manifest them
2. Co-develop and evaluate annual research plan
3. Collaborate with NPP colleagues engaged in education and networking with allies and partners in the field
4. Build and maintain contacts with the research departments of collaborating organizations, universities, and governmental organizations, and pursue other relationships and tasks which facilitate the use of NPP's work
5. Contribute to the socio-economic context for NPP's material

Media

1. Respond to media inquiries as needed, including media interviews

Other

1. Work with development staff on grant proposals as appropriate; participate in foundation visits as needed
2. Participate in the annual organizational budget process
3. Participate in strategic planning as requested by the Executive Director
4. Present at national, regional or local conferences as needed

QUALIFICATIONS

Required

1. Masters Degree in economics, related field with economics background, or equivalent
2. Thorough knowledge of current federal budget process and debate
3. Work experience in research department of public policy, education or activist organization
4. Quantitative skills
5. Working knowledge of relational databases, spreadsheets and word processing

Preferred

1. Ph.D. in economics, related field with economics background, or equivalent
2. Experience in popular education and advocacy work
3. Experience working in a non-profit organization
4. Knowledge of graphics program and/or other programs for web-based materials

REPORTING AND SUPERVISION

The Senior Research Analyst reports to the Executive Director and is responsible for working collaboratively with all NPP staff, interns and fellows. This position may supervise student interns.

HOURS AND COMPENSATION

This position is full-time with medical insurance, dental benefits, and paid leave. Competitive salary; commensurate with experience.

HOW TO APPLY

Please send your resume and cover letter, the names and phone numbers of two references via email or regular mail to:

Kristine Elinevsky, Director of Administration & Finance
National Priorities Project
243 King Street, Suite 109
Northampton, MA 01060
kris@nationalpriorities.org

NPP will begin reviewing applications immediately and will continue to accept resumes until the position is filled. NPP is committed to a multicultural staff. People of color are strongly encouraged to apply.