



Chicago Metropolitan Agency for Planning

233 South Wacker Drive
Suite 800
Chicago, Illinois 60606

312 454 0400
www.cmap.illinois.gov

Policy Analyst (PAE030)

August 1, 2014

Company/Agency: **Chicago Metropolitan Agency for Planning**

Job Category: **Assistant or Associate Level**

Experience Required: **Assistant (0-2 years), Associate (2-4 years)**

Salary Range: **Commensurate with level hired**

The Chicago Metropolitan Agency for Planning (CMAP) is seeking to hire a Policy Analyst. CMAP is the official regional planning organization for the northeastern Illinois counties of Cook, DuPage, Kane, Kendall, Lake, McHenry, and Will. CMAP developed and now guides the implementation of metropolitan Chicago's comprehensive regional plan, GO TO 2040, which was adopted unanimously by leaders from across the seven counties in fall 2010. To address anticipated population growth of more than 2 million new residents, GO TO 2040 establishes coordinated strategies that help the region's 284 communities address transportation, housing, economic development, open space, the environment, and other quality-of-life issues. See www.cmap.illinois.gov for more information.

Position Description

The ideal candidate for this position will demonstrate a broad base of knowledge about the interactions between infrastructure, land use, public policy, and overall regional economic development. The GO TO 2040 plan recommends bolstering the region's economic advantages by nurturing its industry clusters. Since the plan was released, CMAP has contributed significant new research on the challenges and opportunities facing the freight/logistics and manufacturing industry clusters, as well as the competitive advantages offered by the dual concentration of these clusters. CMAP also provides insight into the health of the region's economy through a set of indicators and will publish ongoing analysis related to these economic metrics.

The policy analyst position will be responsible for assisting the agency in implementing GO TO 2040's recommendations related to economic innovation and industry clusters by collecting and analyzing data, managing research, and producing reports and issue briefs. In addition, this position will support activities for monitoring and providing agency direction on federal, state and local public policy, and for communicating and coordinating with the agency's partners on issues that affect the regional economy and business attraction and retention. In this work, the policy analyst will be expected to emphasize the recommendations of GO TO 2040 and work collaboratively with other entities to set regional priorities.

Essential Functions:

- Collect and analyze data on the regional economy, including a focus on regional industry clusters, transportation infrastructure, and economic indicators.
- Write reports and issue briefs that explain data trends and their potential impact on changes in federal, state, or local public policy.
- Identify challenges and opportunities facing the region's industry clusters, with a focus on labor supply and demand, workforce development, public policy, infrastructure, and technology.
- Manage or support agency projects that analyze and report on the issues facing northeast Illinois industry clusters (particularly freight, logistics, and manufacturing).
- Present work to relevant CMAP committees and participate in regional groups on these issues as they affect metropolitan Chicago.

Knowledge, Skills, and Abilities:

- Demonstrated ability to communicate effectively both verbally and in writing on issues of public policy and planning.
- Excellent data management skills and the ability to manipulate and analyze large data sources, as well as the ability to generate findings from these data and present results.
- Demonstrated skills with microcomputer databases, spreadsheets, and ArcGIS geographic information systems.
- Demonstrated ability to lead complex research projects and produce reports and issue briefs that are factual, original, compelling and persuasive.
- Strong communication and interpersonal skills and the ability to complement existing projects via independent or team-based work.
- Demonstrated knowledge of economic issues and the role metropolitan regions play in overall economic growth and sustainability.
- Ability to apply microeconomic theory and empirical evidence toward practical purposes, and a demonstrated interest in the complex connections between transportation, development, and the metropolitan economy.
- Familiarity with the governance structure of northeastern Illinois.

Education and/or Experience:

- A Master's degree in Public Policy, Planning, Economics, Public Administration or a related field is required.
- Prior work experience in a related field is preferred.
- Ability to work effectively in an environment using Microsoft Windows and Microsoft Office products, with adaptability to other software.

Contact Information

Send your resume, cover letter with contact information and Job Code (PAE030).

Email: hresources@cmap.illinois.gov

Mail: Human Resources
Chicago Metropolitan Agency for Planning (CMAP)
233 S. Wacker Drive, Suite 800
Chicago, IL 60606

Emailed resumes will receive an auto receipt. We do not send receipts for mailed resumes.
Position open until filled. The Chicago Metropolitan Agency for Planning is an Equal
Opportunity Employer.