



Chicago Metropolitan Agency for Planning

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Policy & Programming Associate Policy Analyst (APA1016) October 5, 2016

Job Category: Associate
Experience Required: 2 to 4 years
Salary Range: \$54,000 to \$66,933

The Chicago Metropolitan Agency for Planning (CMAP) is seeking to hire an Associate Policy Analyst to conduct research and analysis related to development of the region's next long range, comprehensive plan. CMAP is our region's official comprehensive planning organization. The agency and its partners are developing ON TO 2050, a new comprehensive regional plan to help the seven counties and 284 communities of northeastern Illinois implement strategies that address transportation, housing, economic development, open space, the environment, and other quality-of-life issues. See www.cmap.illinois.gov for more information, and details regarding benefits are at www.cmap.illinois.gov/about/careers#benefits.

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. This position will contribute to development of ON TO 2050 and assist in other policy development. CMAP also provides insight into the health of the region's economy through a set of [indicators](#), and this position will contribute to ongoing analysis related to these economic metrics. Tasks will include collecting and analyzing data, managing research, producing reports and issuing briefs, monitoring and providing agency direction on federal, state and local public policy, and communicating and coordinating with the agency's partners.

Previous work in this area has focused on bolstering the region's economic advantages by nurturing its industry clusters. Recent research has focused on the challenges and opportunities facing the region's traded industry clusters, understanding its role in national and regional supply chains, and refining CMAP's understanding of strategies to bolster regional economic resilience.

Across these projects and tasks, the policy analyst will be expected to emphasize the recommendations of GO TO 2040 and the refinements identified for ON TO 2050. The ideal candidate will also have significant strengths in public policy, ability to apply basic principles of microeconomics, and familiarity with regional economic development. Preference will be given to those who possess strong technical skills with strengths in managing research and collecting and analyzing data, and an interest in the complex challenges addressed by long range planning.

Responsibilities

- Collect and analyze data on the regional economy, including a focus on regional industry clusters, transportation infrastructure, and economic indicators. The applicant should have strong quantitative skills and a creative approach to problem solving.
- Write reports and issue briefs that explain data trends and their potential impact on changes in federal, state, or local public policy.
- Assist policy development related to ON TO 2050, including exploration of the concept of economic resilience.
- Write CMAP [Policy Updates](#), memos, and other materials that explain data trends and the potential impacts or changes in federal, state, or local public policy.
- Manage or support agency projects that analyze economic, transportation, infrastructure, tax policy and other relevant public policy issues facing northeastern Illinois, while identifying regional scale challenges and opportunities.
- Present work to relevant CMAP committees and participate in regional groups, where appropriate.

Knowledge, Skills and Abilities

- Demonstrated understanding of and/or interest in the complex connections between transportation, development, public policy, and the metropolitan economy.
- Ability to apply microeconomic theory and empirical evidence toward practical purposes.
- Excellent writing skills and the ability to communicate effectively on issues of public policy and planning.
- Excellent data management skills and the ability to manipulate and analyze large data sources in spreadsheets and databases, as well as the ability to generate findings from these data and present results.
- 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 an ability to complement existing projects via independent or team-based work.

Education and Experience

A Master's degree in Public Policy, Economics, Public Administration or a related field is preferred. Two to four years of prior work experience in a related field is required for the Associate level. Ability to work effectively in an environment using Microsoft Windows and Microsoft Office products, with adaptability to other software. Demonstrated skills with microcomputer databases, spreadsheets, and Arc/GIS geographic information systems.

How to Apply

Please submit cover letter and résumé via the web at www.cmap.illinois.gov/about/careers. Please refer to **Job Code (APA1016)**.

Posting End Date

This posting will close on November 5, 2016 at 5:00 p.m. CST. All applications must be completed and submitted within this timeframe.

The Chicago Metropolitan Agency for Planning is an Equal Opportunity Employer.