



Chicago Metropolitan Agency for Planning

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Chicago, Illinois 60606
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www.cmap.illinois.gov

Policy & Programming Associate Policy Analyst (APA319) March 13, 2019

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

The Chicago Metropolitan Agency for Planning (CMAP) is hiring an Associate Policy Analyst who will support its economic development and regional planning efforts. The policy analyst will advance inclusive growth, resilience, and prioritized investment in the region through policy research and writing, public speaking, and stakeholder engagement. The position will also support transportation programming and local technical assistance projects.

CMAP is our region's official comprehensive planning organization. The agency and its partners are implementing ON TO 2050, a new long-range comprehensive regional plan, to help the seven counties and 284 communities of northeastern Illinois address transportation, housing, economic development, open space, environmental, 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 position will focus on developing actionable strategies for regional economic and workforce development, as well as encouraging their implementation with partners. Tasks will include managing research, collecting and analyzing data, and effectively communicating recommendations orally and in writing. This position will also monitor and provide direction regarding federal, state, and local public policy on issues highlighted in ON TO 2050. The ideal candidate for this position will demonstrate a broad understanding of the interactions between infrastructure, land use, and public policy, with a concentration on the region's economic, industrial, demographic, and labor force trends.

Across these projects and tasks, the policy analyst will be expected to emphasize the principles and recommendations of ON TO 2050. Preference will be given to those with strong knowledge of regional economic development, strong written and oral communication abilities, and both qualitative and quantitative research skills. All candidates should demonstrate an interest in the complex challenges addressed by long range planning.

Knowledge, Skills and Abilities

- Detailed understanding of the connections between transportation, development, public policy, and the regional economy.
- Ability to apply empirical evidence toward practical purposes, conduct superior research and quantitative analysis, and take creative approaches to problem solving.

- Excellent writing skills and the ability to communicate effectively with partners on issues of public policy and planning.
- Ability to manipulate and analyze large data sources, generate findings and recommendations, and communicate results to a wide variety of audiences.
- Demonstrated ability to lead complex research projects and produce reports and issue briefs that are factual, original, and persuasive.
- Strong communication and interpersonal skills and an ability to complement existing projects via independent or team-based work.
- Familiarity with economic and workforce development practice and theory is desired.

Education and Experience

An undergraduate degree in Public Policy, Economics, Public Administration, or a related field is required; Master's strongly preferred. A minimum of two years of relevant prior work experience in a related field is required. Proficiency with Microsoft Office Suite, with adaptability to other software. Demonstrated skills with microcomputer databases, spreadsheets, and ArcGIS geographic information systems.

How to Apply

Please submit cover letter, résumé, and writing sample via the web at www.cmap.illinois.gov/about/careers. Please refer to **Job Code (APA319)**.

Posting End Date

This posting will close on **April 13, 2019** at 5:00 p.m. CDT. All applications must be completed and submitted within that timeframe.

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