

Research and Policy Analyst Position Description

The Economic Innovation Group (EIG) is a bipartisan research and advocacy organization dedicated to forging a more dynamic, entrepreneurial, and innovative U.S. economy for the 21st century. With its headquarters in Washington, D.C., EIG produces industry-leading data products, develops original policy ideas, and works to advance creative legislative proposals that will bring new jobs, investment, and economic growth to communities across the nation. After launching in 2015, EIG has quickly emerged as a leading voice in national conversations about how to build an economy that works for more people and more places.

About the Role

EIG is looking to add a new research and policy analyst to specialize in Opportunity Zones and economic development policy more broadly.

Since Opportunity Zones were passed into law, EIG has worked with a broad collection of stakeholders as an entirely new marketplace evolves. Successful candidates will be deeply motivated by the idea of shaping the impact of the most significant new economic and community development tool the federal government has created in at least a generation. The new research and policy analyst will help us meet the high demand for quantitative and qualitative insights into that market and the broad applications of Opportunity Zones. The position offers aspiring development professionals an exceptional opportunity to elevate their stature and advance their careers in a high visibility work area.

The analyst reports to EIG's Director of Research and will work alongside two other analysts and a research fellow. The position will interface closely with EIG's impact, policy, and executive teams as well. The position can be tailored to the strengths and experience of the successful candidate.

The ideal candidate will combine significant quantitative experiencing processing large geographic datasets with a background in economic development theory, policy, and practice. Successful candidates should have background familiarity with and interest in Opportunity Zones as well as EIG's broader workstreams. They should understand how this one economic development tool fits into the bigger picture, which for us is helping more places and the people in them forge a more prosperous future.

Specific envisioned responsibilities include: maintaining and expanding master datasets for Opportunity Zones; identifying new sources of data and insights; conducting novel analyses with that data; creating new data products and visualizations; identifying and chronicling emerging best practices; writing data and policy blogs, briefs, and reports; furthering the field's understanding of Opportunity Zones through a variety of content channels in coordination with others at EIG and in partner organizations. In addition, success in the role requires being attuned to the broader political environment and the ability to understand and internalize complex tax law quickly and accurately.

EIG's analysts are deeply involved in all aspects of creating and communicating research products. Self-direction, initiative, and creativity are key to success. Candidates with well-rounded backgrounds in economic development, entrepreneurship, geography, urban studies, and applicable economic and fiscal policy areas are encouraged to apply. Direct policy experience in local, state, or federal government is also welcome.

The Research and Policy Analyst will perform the following duties (percentages are approximate):

40% Quantitative and qualitative economic and public policy research:

- Draw on a deep knowledge of economic geography and economic development theory, policy, and practice, to inform EIG research and policy products.
- Manage, process, and analyze large datasets. Deep familiarity with U.S. Census Bureau resources is required; experience with other federal census-tract level data resources preferred.
- Research state and local policies relevant to core EIG issue areas.
- Stay immersed in the public discourse and scholarly research across all relevant fields to ensure that EIG research and analysis remains on the cutting edge.

30% Research and policy writing:

- Write reports, policy memos, briefs, and handbooks for key audiences that translate data insights into actionable policy recommendations.
- Independently devise and author incisive short pieces in EIG's core issue areas.
- Draft persuasive pieces such as op-eds or essays in EIG's core issue areas.
- Synthesize EIG's research and policy insights into products tailored to different audiences.

15% Economic data visualization:

- Utilize mapping and data visualization software to bring data to life.
- Train in new software and capabilities as needed.

15% Outreach and network management:

- Liaise directly with congressional staff, state government officials, and local government representatives to share EIG data and insights and feed back into EIG key issues and concerns facing public leaders.
- Present to external audiences on behalf of EIG and represent the organization at conferences and other venues.
- Respond to stakeholder and media requests for data and information as needed.

EIG is committed to offering its team members an unparalleled platform to learn, grow, and build their professional networks. As a high-impact, highly-networked organization, EIG offers the

opportunity to shape public policy in real time—on behalf of the people, places, and aspiring entrepreneurs that don’t have traditional advocates in Washington.

Qualifications

- Master’s degree in relevant field (e.g. public policy, economics, development, urban/rural studies).
- At least 3-5 years prior work experience in a related field; position can be adapted for interested candidates with more experience.
- Demonstrated professional expertise in EIG’s core issue areas (economic and community development, entrepreneurship, and access to capital).
- Demonstrated interest in Opportunity Zones and familiarity with the law and associated regulations.
- Demonstrated fluency in methods of both quantitative and qualitative analysis.
- Excellent oral and written communication skills.
- Keen attention to detail and demonstrated ability to manage multiple competing priorities in a fast-paced work environment.
- Demonstrated knack for visualizing data and information in a variety of different formats; sound design skills preferred.
- Demonstrated interest in and familiarity with the policymaking process. Can be gained through prior work experience in the federal government, on the Hill, or in state or local government.
- Entrepreneurial spirit and desire to work in a fast-paced environment.
- Self-motivated, self-directed, creative, organized, and deeply committed to personal and organizational excellence.

Apply

Compensation is competitive and commensurate with experience. EIG provides generous health care and retirement benefits and a generous paid time off and holiday schedule. Applicants should email their resume and cover letter to careers@eig.org with the subject line “Research and Policy Analyst.”