

Research and Policy Associate

The Economic Innovation Group (EIG) is a bipartisan public policy organization dedicated to forging a more dynamic and inclusive American economy. Headquartered in Washington, DC, EIG produces nationally-recognized research and works with policymakers to develop ideas that empower workers, entrepreneurs, and communities.

About the Role

EIG is seeking a talented and ambitious early career research professional to fill a new role on its expanding high-impact team as a Research and Policy Associate. Recent master's degree or Ph.D. holders with 1-2 years' work experience in economics, finance, or public policy are encouraged to apply to this unique growth opportunity with a dedicated and dynamic team producing some of the highest quality and most respected research at the intersection of economy, geography, and policy. Candidates should have strong innate writing abilities and quantitative research skills applied in both academic and professional settings.

The Research and Policy Associate will be instrumental in helping the research team access, process, and ultimately find insight in large economic, social, and financial datasets provided by institutions such as the U.S. Census Bureau and Federal Reserve. The Research and Policy Associate will report to the Research Director, regularly consult with the Research Lead, and work closely with the other members of the research team on a project by project basis, serving as the shared hub of quantitative analysis. The associate should be an independent thinker and balance direction with initiative, creativity, and sound judgement. In the role, the associate will have the opportunity to learn from and with colleagues, contribute substantively to numerous team workstreams, and grow to draft and co-author content. The position's time will be broken out approximately:

50% Quantitative economic and demographic analysis:

- Work in close coordination with supervisor to identify, process, and analyze large datasets such as the Survey of Consumer Finances or Current Population Survey.
- Utilize Excel and statistical programs such as STATA, SAS, R, or Python.
- Read and review related research across relevant fields.
- Explore novel methods of analysis.
- Conduct data housekeeping, i.e. updating certain data resources as new vintages are released; maintaining clean files; polishing graphics and tables for publication.

20% Research and policy analysis and writing:

- Draft findings and related content.
- Write synopses for members of the policy, executive, or research team.
- Conduct spot research for supervisors or executive team members (quantitative and qualitative).

15% Economic data visualization:



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- Utilize mapping and/or data visualization software to bring data to life.
- Identify, experiment with, and train in new software, platforms, and capabilities as needed.

15% Database licensing and management:

- Manage incoming data licensing requests.
- Lead data entry and database management.

Qualifications

- Approximately 1-2 years prior work experience in research, business, or government.
- At least a Master's degree in relevant field (e.g. economics, finance, public policy, development).
- Demonstrated excellence in methods of quantitative analysis; proficiency in processing and maintaining large datasets; familiarity with datasets from federal statistical agencies.
- Professional experience with at least one statistical software program such as SAS, STATA, R, or Python.
- Demonstrated creativity in data analysis and visualization; graphic design skills are preferred and GIS and mapping skills are preferred.
- Additional unique digital skills (e.g. programming; web-scraping or unstructured dataset creation) that expand our capacity are welcomed.
- Keen attention to detail and demonstrated ability to manage multiple competing priorities in a fast-paced work environment.
- Strong writing and communication skills.
- Interest in and familiarity with the policymaking process demonstrated through prior work experience.
- Entrepreneurial spirit and desire to work in a fast-paced environment; self-motivated, self-directed, 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, cover letter, a relevant writing sample, and data visualization to careers@eig.org with the subject line "Research Associate". Please note: This position is based in Washington, DC. In response to COVID-19, EIG staff are temporarily working in a hybrid telework and in-office schedule. Once the office fully reopens, the person hired for this position will work in the EIG office in Washington, DC.

EIG is proud to be an equal opportunity workplace. We are committed to equal employment opportunity regardless of race, color, ancestry, religion, gender, gender identity, parental or pregnancy status, national origin, sexual orientation, age, citizenship, marital status, disability, or Veteran status.