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Louisiana Budget Project

Policy Analyst (Economic Opportunity)

The Louisiana Budget Project is seeking a Policy Analyst to work on state and federal policy issues that affect the economic well-being and financial security of low-income Louisianans. This is an exciting opportunity for someone with strong writing, research and interpersonal communications skills, and a deep interest in policy issues related to labor and wage policies, fair lending and asset building. The successful candidate will work to promote social and economic justice by conducting research, analyzing data, writing reports and blogs, and representing the organization through presentations, coalition work and testifying at the state legislature.

The Louisiana Budget Project is an independent, 501c(3) nonprofit research and advocacy organization that monitors and reports on policies that affect low- to moderate-income Louisianans. We work collaboratively with communities and partner organizations to inform policy debates across a wide range of areas – including state budget, revenue, social and economic issues – with an eye to reducing poverty, promoting racial equity and widespread economic prosperity that allows all citizens to reach their highest potential.

Major Functions and Tasks:

- Conduct research and analysis on policy options for helping low and moderate-income families meet their basic needs and improve their ability to achieve economic self-sufficiency and financial security, including but not limited to policies related to: minimum wage, gender and racial pay equity, paid family leave, predatory lending, and asset building.
- Research and write materials that advance LBP's mission, including issue briefs, fact sheets, blog postings, social media graphics and other materials.
- Represent the Louisiana Budget Project before constituency groups, policymakers and the news media through presentations, testimony, media interviews and other means.
- Monitor local, state, and federal policy issues and emerging trends by tracking state and national policy proposals, data sources and news stories in the Louisiana and national news media.
- Build and maintain strong relationships with elected officials, administrative staff, opinion leaders and allied community organizations.
- Work collaboratively with LBP's policy and communications staff to produce accessible communications and civic engagement materials to translate complex policy issues for consumption by the general public.
- Support the work of coalition partners on state and federal policy issues impacting the economic well-being and financial security of low-income families.
- Work closely with national partners and networks to share information and seek advice on state and federal policies affecting the economic well-being of Louisiana households.
- Help foster and maintain a welcoming and inclusive environment for all individuals with regards to diversity, which may include geography, race, ethnicity, socioeconomic status, veteran status, religion, sexual orientation, gender or age.



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Education, Experience and Skills:

- Bachelor's degree or higher plus at least two years' experience in public policy, public finance, public health, or related field.
- Experience conducting public policy and/or fiscal analysis
- Excellent writing ability and presentation skills
- Data analysis skills, including proficiency with spreadsheet and statistical software
- Willingness and ability to travel throughout Louisiana
- Experience with legislative and/or budget processes at the state or federal level
- Ability to meet deadlines, solve problems and juggle multiple tasks

Preferred:

- Experience applying a racial equity lens to policy work
- Familiarity with Louisiana's public policy environment, especially issues that affect family economic security, and the organizations and coalitions that work in that environment
- Skills in data visualization and mapping

Additional Information:

- This is a full-time position that reports to the Policy Director. Preference will be given to candidates who can work out of LBP's main office in Baton Rouge.
- The Louisiana Budget Project offers a competitive salary and benefits including health, dental and vision coverage, retirement, and paid vacation, maternity and sick leave.
- To apply, please email a resume, cover letter and two writing samples to jan@labudget.org.

The Louisiana Budget Project is an equal opportunity employer and does not discriminate on the basis of race, creed, color, sex, national origin, marital status, sexual orientation, religious or political affiliation, disability, and any other classification considered discriminatory under applicable law.