

Research Analyst, Workforce and Economic Development

Duration: Permanent

Work Location: Arlington, VA (Rosslyn metro)

Posting Expiration Date: Until filled – application review begins January 9, 2023

Position Summary: CREC Research Analysts provides support for research that fills knowledge and information gaps hindering regional economic development. This includes leading data collection, analysis, technical assistance, capacity building, engagement, and network development tasks to support our economic and workforce development clients as they develop and execute innovative job creation and economic growth strategies.

Organization Overview: The Center for Regional Economic Competitiveness (CREC) (creconline.org) is an independent not-for-profit based in Arlington, Virginia, founded to provide public sector and philanthropic clients the information needed to formulate and execute innovative regional job-creating strategies. CREC provides research, technical assistance, and training to federal, state, and local policymakers as well as to national networks of professionals in related fields.

For the past 20 years, CREC has connected, trained, and supported thousands of professionals producing or using data for decision making and has promoted innovations in the data available to guide economic development and talent development to foster regional competitiveness. CREC is expanding its programming to ensure that partner organizations strategically address gaps that limit future-oriented, evidence-based policy and program development at the state and local level. This work includes engaging affiliated organizations that CREC manages each with a mission that aligns with our overall, long-term goals.

Position Details: The Workforce and Economic Development Research Analyst will execute tasks for multiple projects that are concurrent in collaboration with senior management, program staff, data scientists, junior analysts, and clients. Clients include economic and workforce development agencies, educational institutions, private foundations, and professional associations, such as Council for Community and Economic Research, Labor Market Information Institute, and the Non-Degree Credential Research Network as well as Federal agencies such as U.S. Manufacturing Extension Programs and the National Science Foundation.

The Research Analyst will ensure that CREC and partners effectively engage in an ongoing dialogue with scholars, statisticians, subject matter experts, clients, and practitioner networks. This effort will include:

- Coordinating research and analysis activities for multiple ongoing projects
- Discovering, integrating, and enhancing utilization of data and tools
- Presenting findings and recommendations to partners and clients
- Providing technical assistance and training to clients in areas of expertise
- Managing communications including through newsletters, websites, blogs, social media
- Assisting in the facilitation of meetings and webinars
- Other duties as assigned

Capabilities & Responsibilities: The Workforce and Economic Development Research Analyst will be familiar with regional economic development research and practice and/or education and training research and practice. They will be familiar with key data sources and methods for economic and workforce development research (such as those offered by the US Census, Bureau of Labor Statistics, or Bureau of Economic Analysis) and be able to design and execute data collection and regional analysis for research and strategic planning purposes. They will be detail oriented and will demonstrate initiative by engaging with engagement with subject matter experts and clients. They will exhibit intellectual curiosity about socioeconomic data, economic mobility, and a broad array of regional development issues. In addition, they will have strong communication skills and demonstrate an ability to forge partnerships.

Regular travel is expected dependent on portfolio and clients.

Preferred Skills & Experience: The successful candidate will possess a Master's degree or equivalent in a related field and at least two years of experience related to analyzing or researching community, economic, and/or workforce development data and programs. Permission to work in the U.S. is required.

Our Benefits: The salary range is \$64,800 to \$76,100. For full-time regular employees, CREC provides medical, dental, and vision insurance and a Health Savings Account, paid Federal Holidays, Paid Time Off Leave accrual, contributions to a company 401k Retirement Savings Plan, plus special leave for the end-of-year holiday season. Hybrid work-from-home commuting options may be available to successful candidates.

Application Requirements: Interested in joining us? Send a resume, cover letter, and work sample to aforbes@crec.net