



JOB ANNOUNCEMENT

POLICY ANALYST **Cost-Benefit Analysis Unit**

The Vera Institute of Justice, founded in 1961, is an independent, non-partisan, nonprofit organization that combines expertise in research, technical assistance, and demonstration projects to assist leaders in government and civil society examine justice policy and practice, and improve the systems people rely on for justice and safety. Vera has offices in New York City, Washington, DC, and New Orleans, and its projects and reform initiatives, typically conducted in partnership with local, state, or national officials, are located across the United States and around the world. Vera is an equal opportunity employer with a commitment to diversity in the workplace.

Vera's Cost-Benefit Analysis Unit (CBAU) seeks a Policy Analyst. CBAU performs cost-benefit analyses and other cost-related studies, provides assistance to jurisdictions conducting their own studies, and carries out research to advance the knowledge and application of cost-benefit analysis in the justice system. For more information on Vera's Cost-Benefit Analysis Unit, please visit www.vera.org/cba.

Responsibilities

Working closely with CBAU and Vera staff, the Policy Analyst will:

- Conduct cost-benefit, fiscal impact, cost, and budget analyses using appropriate analytic methods;
- Develop written materials, e.g., reports, briefing and research memoranda, and blogs;
- Prepare and deliver presentations at meetings, conferences, and webinars;
- Provide technical assistance on cost-benefit analysis;
- Participate in the planning, development, and implementation of CBAU projects; and
- Assist on other projects as assigned.

Qualifications

Candidates must possess the following:

- Two or three years work experience in a policy-related position and a bachelor's degree; or one year of work experience with a graduate degree in economics, public policy, public administration, business, finance, or a closely related discipline;
- Strong quantitative skills; experience with cost-benefit analysis, budgeting, or finance strongly preferred;
- Demonstrated ability to gather, synthesize, analyze, and communicate information for a variety of audiences;
- Demonstrated knowledge of juvenile and/or criminal justice issues highly preferred;
- Ability to manage work on multiple projects effectively and efficiently and to work both independently and collaboratively;

- Problem-solving skills and creativity;
- Strong interpersonal skills and verbal and written communications skills;
- Interest in social justice and commitment to fairness; and
- Willingness to travel outside of New York City occasionally.

Compensation

Commensurate with experience, excellent benefits.

To Apply

Please submit cover letter and resume.

Online submission is preferred.

<http://vera.theresumator.com/apply/ZDWHBs/Policy-Analyst.html>

However, if necessary, materials may be mailed or faxed to:

ATTN: Human Resources / CBAU Policy Analyst Recruitment
Vera Institute of Justice
233 Broadway, 12th Floor
New York, NY 10279
Fax: (212) 941-9407

Please use only one method of submission (online, mail, or fax). No phone calls, please. Only applicants selected for interviews will be contacted.

**For more information about Vera and the work it does, please visit www.vera.org.
For information on Vera's Cost-Benefit Analysis Unit, please visit www.vera.org/cba**

The Vera Institute of Justice values diversity and is an equal opportunity employer.