



JOB ANNOUNCEMENT

SENIOR PROGRAM ASSOCIATE Cost-Benefit Analysis Unit

Vera's Cost-Benefit Analysis Unit (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 CBAU, please visit www.vera.org/cba.

CBAU seeks a Senior Program Associate to manage a new technical assistance project under its Cost-Benefit Knowledge Bank for Criminal Justice initiative (cbkb.org).

Responsibilities

- Develop and deliver technical assistance (TA) to clients in the form of on-site meetings, conference calls, phone consultations, online support, multisite meetings, and other means as appropriate;
- Build and maintain relationships with TA clients, project partners, and professional colleagues;
- Interpret and present data and CBA findings to clients;
- Develop, research, and write materials, including publications, briefing memoranda, and blogs;
- Represent CBAU in public speaking engagements and professional meetings;
- Assist in designing and implementing roundtable discussions and webinars;
- Manage the work of junior project staff and interns; and
- Assist in program development and on other projects as assigned.

Qualifications

- An advanced academic degree in public policy, public administration, criminal justice, economics, finance, or related fields;
- At least 5 years of relevant work experience in government or public policy, e.g., as a legislative, fiscal, budget, or policy analyst;
- Experience developing and providing training, technical assistance, or consultation services;
- Experience conducting cost-benefit analyses, fiscal impact analyses, or budget analyses strongly preferred;
- Excellent critical thinking, research, and problem solving skills;
- Strong communications skills, including writing, public speaking, and facilitation of meetings with senior policymakers;
- Ability to manage multiple projects and to work independently as well as with a team;

- Flexibility and adaptability;
- Supervisory experience a plus;
- Willingness to travel frequently.

Compensation

Commensurate with experience, excellent benefits.

To Apply

Please submit cover letter and resume.

Online submission is preferred.

<http://vera.theresumator.com/apply/ORPeQG/Senior-Program-Associate.html>

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

ATTN: Human Resources / CBAU Senior Program Associate 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.

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

**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**