

Senior Associate, Economic Analysis and Policy

The Greater Washington Partnership (the Partnership) is a nonprofit alliance of leading cross-sector employers in Maryland, Virginia and the District of Columbia committed to championing the region's economic growth and prosperity. The Partnership seeks a Senior Associate, Economic Analysis and Policy to provide actionable research into the region's economic competitiveness. This individual will also develop communications content packaging data insights in support of the Partnership's policy work across a portfolio spanning transportation, workforce and economic development matters.

The ideal candidate will be a detail-oriented researcher, strategic thinker and storyteller who is interested in building relationships with local, state and federal officials to support the deployment of policies fostering inclusive economic growth. Candidates should expect to join a small team of hard-working and passionate professionals and be comfortable working in a fast-paced environment while managing multiple tasks simultaneously.

Responsibilities

As our Senior Associate, Economic Analysis and Policy you will report to the Vice President, Policy and External Affairs and be responsible for:

- Fulfilling research and analytical requests in a timely manner and continuously updating data for use in external communications;
- Preparing and presenting memoranda, reports, dashboards, and visualizations summarizing findings, recommendations, and actionable insights;
- Serving as a thought partner supporting identification and development of policy solutions across the Partnership's three strategic initiatives (Skills & Talent; Inclusive Economic Growth; and Regional Mobility & Infrastructure);
- Collecting, analyzing and interpreting U.S. Census, Bureau of Labor Statistics, and other public data sets related to economic development activity to identify trends and insights;
- Preparing data-driven briefings and materials for senior leadership in advance of meetings and events with public officials, business leaders and other stakeholders;
- Monitoring and analyzing local, state and federal legislative and regulatory activity relevant to the Partnership's economic development policy efforts;
- Leveraging data to craft compelling narratives supporting various policy proposals and drafting policy communications (blog posts, talking points, email updates, website content) for use with the Partnership's key external audiences;
- Managing regular updates of the [Inclusive Growth Dashboard](#) and other public-facing content; and
- Devising strategies and methods for tracking organizational and regional progress on key economic initiatives.

What We Value

Required

- Bachelor's degree or equivalent experience;
- Minimum of 3 years of experience in public policy-related work in a governmental, think

- tank, corporate or association setting;
- Excellent written and verbal communications skills, with a demonstrated ability to turn complex economic information into narratives and visual concepts easily understood by a broad audience;
- Familiarity with visual storytelling tools and graphic design software such as Canva;
- Attention to detail and ability to get up to speed quickly on a new policy area or research question;
- Strong interpersonal skills and the ability to work well on a small team;
- Experience with PowerPoint, Excel, Salesforce and project management tools; and
- Ability to work in a fast-paced, hybrid environment with an ability to handle multiple assignments simultaneously.

Preferred

- Master's degree in economics, public policy analysis, data analytics, political science or a related field;
- Familiarity with the [super-region](#) covered by the Partnership, including state and local political dynamics and institutions in Maryland, Virginia and the District of Columbia;
- Ability to support relationship development with government officials and senior business leaders; and
- Political or legislative experience, or other experience in the use of research and analysis for narrative building and advocacy.

Who We Are

The Partnership is a civic alliance of [influential and leading employers](#) in Maryland, Virginia and Washington, DC. Together, we identify shared challenges and leverage our collective experience, resources and assets to offer solutions in the areas of skills and talent, regional mobility, infrastructure and inclusive economic growth. We convene changemakers, curate solutions, and catalyze action that strengthens the region's competitiveness as a center for commerce and innovation.

The Partnership is a 501(c)(3) organization and undertakes only educational policy advocacy consistent with this mission. Our office is located in Washington, DC just south of Dupont Circle and is Metro-accessible.

What We Offer

We offer the following comprehensive benefits package designed for the needs of our full-time team members:

- Currently working in a hybrid posture, in-office two days a week (Tuesdays and Thursdays; subject to change in number of days and days of the week)
- Robust time off: 15 days PTO; 11 paid holidays; summer half-day Fridays
- Week off between Christmas and New Year's
- Health, dental and vision insurance paid up to 90% for employees, up to 50% for dependents
- 401(k) plan with up to 5% employer match, starting on your first day of employment
- Professional development stipend up to \$800
- Monthly cell phone stipend

To Apply

Please review our [LinkedIn channel](#) and [media coverage](#) for examples of how we execute on our mission, and consider how your skills and interests map to our work.

If you are interested in joining the team at the Partnership, please submit your resume to policy@greaterwashingtonpartnership.com with “Senior Associate, Economic Analysis and Policy” in the subject line.

At the Greater Washington Partnership we are committed to accepting differences! We strive to attract, develop, and retain highly qualified individuals representing the diverse communities where we live and work. The Partnership is committed to creating a diverse environment and is proud to be an equal opportunity employer. Employment policies and decisions are based on merit, qualifications, performance, and business needs. All qualified candidates will receive consideration for employment without regard to age, race, color, national origin, gender, gender identity or expression, religion, physical or mental disability, medical condition, legally protected generic information, marital status, veteran status, or sexual orientation. While we are currently unable to consider candidates that require visa sponsorship, we welcome candidates eligible to work in the United States.