



Policy Director

DESCRIPTION: The Policy Director will develop and implement the Treasurer's policy agenda, manage research and communicate policy priorities internally and externally. Reporting to the Chief of Staff, the Policy Director is a member of Treasury's senior staff and will oversee at least one junior staffer.

The Policy Director will lead:

Policy Development:

Develop a program of policy research on Commonwealth fiscal and investment issues.

1. Review state programs related to a designated cluster of governmental services, and develop executive policy recommendations and strategies to accommodate projected Treasury needs.
2. Design and conduct research on complex policy issues, and develop recommendations.
3. Provide input on information submitted to legislative committees.
4. Review programs, proposed legislation, other government initiatives, and compatibility with other Commonwealth programs and initiatives.
5. Work collaboratively and transparently with others in public policy, business and legal units to ensure alignment between business priorities and public policy goals.
6. Assess and communicate potential government activities back to the Treasurer and senior staff to develop mitigation or enhancement strategies.
7. Work in conjunction with legislative office on analyzing relevant activity at the legislative and executive branches, as well as in other states and ideas from NGOs and advocacy groups.

Strategic Analysis:

Provide strategic analysis and background for the further development and implementation of the Treasurer's policy agenda, with special focus on:

1. Integrity, accountability and transparency reforms for government, fiscal discipline and watchdog functions;
2. Financial empowerment initiatives like universal college savings accounts and portable pensions);
3. Innovative approaches to Pennsylvania's economic vitality, particularly around financing of infrastructure and sustainable energy,
4. Monitoring, researching, and advising about emergent issues

Reporting and Oversight:

Develop and implement roll-outs and communications strategy for advancing policy goals with key decision-makers to build a strong advocacy plan for the Treasurer's policies. Act as a liaison with other policy professionals in Legislature, Administration, Federal government, and the NGO community.

Transparency:

Improve access to Department information, promote open data initiatives and support use of Department data both within state government and outside it, and engage the public in order for the Department to become a model for transparent government operations.

Other Duties:

Perform other duties and lead other projects as directed by the Chief of Staff.

Required Knowledge, Skills and Abilities:

Required: Bachelor's degree required; strong leadership, interpersonal, and oral and written communication skills. Experience implementing complex projects aimed at informing and advancing effective public policy. Demonstrated knowledge of policy-making and issue campaigns at the state level or on economic or finance-related issues. Ability to conceive, identify and analyze highly complex policy issues; design and conduct research studies; and develop recommendations. Ability to present complex policy recommendations involving social and economic impacts, in a form conducive to program modification and/or development.

Applied research and analytical skills: Demonstrated ability to build relationships among individuals and organizations with a range of interests and perspectives. Ability to exercise a logical and resourceful approach to evaluating and addressing problems.

Desired: Advanced degree in economics, public policy, law, public administration, or a related discipline preferred, 10+ years in leadership positions within policy development and oversight, working knowledge of Pennsylvania utilities regulatory environment and PUC activities.

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