



Policy Director

The Pennsylvania Treasurer, one of three independent elected statewide officials, has an opening for a 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 oversees a team of analysts

The Policy Director will lead:

Policy Development:

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

1. Develop executive policy recommendations and strategies to accommodate projected Treasury needs and Treasurer's goals.
2. Design and conduct research on complex policy issues, and develop recommendations.
3. Provide input on information submitted to legislative committees.
4. Review program proposals, proposed legislation, proposed partnerships, and other initiatives for compatibility with Treasury goals and other Commonwealth programs.
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 to analyze relevant activity at the legislative and executive branches, other states, and proposals from NGOs and advocacy groups.
8. Develop partnerships and relationships with NGOs, research organizations, industry groups, and academics, in order to ensure leading best practices are considered at Treasury.

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, including supporting the fiscal discipline and stewardship functions of Treasury;
2. Strong investment management & oversight of the state-run pension systems, to which the Treasurer is ex-officio trustee;
3. Financial empowerment initiatives including universal college savings accounts and private sector retirement security;
4. Investor protection and shareholder engagement on behalf of the Commonwealth;
5. 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, 5 to 10 years in leadership positions within policy development and oversight.

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