

The Legislative Budget Office (LBO) is seeking to fill up to two program evaluator positions. The positions are limited term, two-year appointments. These are full-time positions. The program evaluator enjoys rewarding work applying program evaluation methods to support the Minnesota Legislature in evaluating tax expenditure policies including tax incentives, tax credits, and tax exemptions.

To ensure consideration, applications should be received by May 16. **Interested applicants must submit a cover letter with their resume to the LBO Program Evaluator Search Committee at lcc@lcc.mn.gov** or mail to LBO Program Evaluator Search Committee, Legislative Coordinating Commission, 658 Cedar St., Centennial Building, 1st Floor, St. Paul, MN 55155. If you have specific questions, please contact Christian Larson at Christian.Larson@lbo.mn.gov.

The LBO program evaluator supports the Minnesota Legislature by contributing as an essential member of the LBO team through:

- Providing quantitative and qualitative analysis to perform evaluations of tax expenditures.
- Researching the legislative record to identify the policy objective of tax expenditures.
- Presenting finding to the Minnesota Tax Expenditure Review Commission.
- Contributing to the development of the Tax Expenditure Review Commission Annual Report

The Legislative Budget Office will determine the starting salary based on the successful applicant's qualifications and experience. The recruitment range for the position is \$74,100 to \$92,000. The level offered will be based upon an assessment of the candidate's level of experience.

A complete position description is available on [the Legislative Coordinating Commission's Employment Opportunities webpage \(https://www.lcc.mn.gov/jobs/\)](https://www.lcc.mn.gov/jobs/) or call 651-284-6436 to request a copy. For more information regarding the LBO, visit [the LBO website](#).

Minimum Qualifications

- Bachelor's degree.
- Two years of experience in program evaluation or policy analysis role. A graduate level degree in a relevant field may substitute for the two-year experience requirement.
- Knowledge and experience with evaluation research methods.

- Excellent written and oral communication skills
- Non-partisan background and ability to act impartially, in a politically neutral manner.

Desired Qualifications:

- Advanced degree in public policy, public administration, program evaluation, statistics, or social sciences.
- Experience working in state or federal tax research.
- Statistical software programming

Why work for the LBO?

The LBO is committed to building a staff complement that includes diverse perspectives and backgrounds. The LBO plays a meaningful role in the legislative process and provides elected officials with objective and nonpartisan analysis needed to make informed decisions. The Minnesota Legislature offers a benefits package including low cost medical and dental insurance, employer paid life insurance, other optional insurance, optional pre-tax spending accounts, paid sick leave, and paid holidays.

Comprehensive Benefit Package

The State of Minnesota offers exceptional benefits including low cost medical and dental insurance, employer paid life insurance, other optional insurance, optional pre-tax spending accounts, paid holidays, and paid sick leave. Paid vacation leave and floating holidays would be accrued upon completion of six months of service.

The LBO recognizes there are key elements that make life and work meaningful: health and wellness, financial well-being, professional development, and work/life balance. These benefits, in addition to your salary, make up your total compensation.

Health and Wellness

The state encourages wellness and promotes preventive care, offering many benefits and resources to help employees and their families lead healthy, balanced lives. This includes:

- Low-cost medical, dental, and vision insurance packages, including prescription drug coverage, to fit your needs to ensure you are happy and healthy.
- Free, confidential help through the Employee Assistance Program (EAP).
- Wellness programs and resources to help you reach your wellness goals.

Financial Well-Being

The state offers insurance and pre-tax spending account options to help employees meet their financial goals. This includes:

- Basic life insurance at no cost to you. Additionally, you have the option of choosing supplemental life insurance (including spouse and child life options), short- and long-term disability, and accident insurance.
- Pre-tax benefits, including dependent day care, medical/dental spending accounts (MDEA), and parking and public transit options.

Professional Development

Professional development that empowers employees to do the work they love and reach their career goals is encouraged. This includes:

- Training and development courses
- Leadership institutes and programs
- Coaching and mentoring
- Career planning

Work/Life Balance

Work/life balance is supported through:

- The potential for flexible work schedules during the interim when the legislature is not in session
- Compensatory time options
- 13 days of paid sick leave each year based on a 4-hour accrual rate
- 11 paid holidays
- Paid vacation leave accrued at a rate of 5 hours per pay period, starting after 6-months in a full-time schedule

During peak periods, LBO staff may experience long work hours and deadlines requiring the ability to stay composed under pressure.

The LBO values the unique contributions that candidates with diverse experiences, knowledge, and backgrounds can bring to our work. The State of Minnesota is an equal opportunity employer. We are committed to embedding diversity, equity, inclusion, and accessibility at our workplace.

An Equal Opportunity/ADA employer