



The Research Bureau

Research Associate Worcester Regional Research Bureau, Inc.

The Worcester Regional Research Bureau, Inc., serving the public interest of Greater Worcester by conducting independent, non-partisan research and analysis of public policy issues to promote informed public debate and decision-making, seeks a qualified, motivated candidate to serve as Research Associate in a small but influential non-profit organization located in Worcester, Massachusetts. Working as an important part of a small team, the Research Associate will undertake research and analysis of public policy issues impacting Greater Worcester and draft briefs and reports for consideration by elected and appointed government officials, civic leaders, and the general public. Topics may include municipal finance, transportation, education, economic development, public health, and more. Qualified candidates will have 2+ years in public policy and professional research and writing. Government experience a plus. Candidates must have a bachelor's degree or equivalent in public policy, public administration, political science, economics, or related field; a master's degree is preferred. Coursework in finance and statistics a plus. Exceptional candidates will have a demonstrated ability to use quantitative and qualitative data collection and analysis methods, strong analytical skills, and proficiency in use of Microsoft Office family of products, including Word, Excel, PowerPoint, and Publisher. Knowledge and practice in the use of Tableau, GIS software, or other equivalent programs a plus. The selected candidate will illustrate strong organizational skills and the ability to work both independently and collaboratively as well as have excellent oral presentation and writing skills.

The Research Bureau offers a competitive salary and benefits program. Interested candidates should submit a cover letter, resume, and writing sample to jobs@wrrb.org. Applications will be reviewed as received. The Research Bureau is an Equal Opportunity Employer.