



**Mountain Association for Community Economic Development
Research & Policy Program**

**MACED Seeks Senior Research & Policy Associate
June 2014**

Overview

MACED seeks to hire a senior research and policy associate to play a lead role in designing and implementing MACED's research, policy and communications strategies. The position will work to promote public conversation about Appalachian transition and advance policy change that supports MACED's goals for eastern Kentucky and Central Appalachia. The position will carry out research, policy analysis, communications, coalition building and advocacy on a range of issues related to sustainable development. Successful applicants will bring strong experience, education and interest in analyzing public policy; communicating clearly and compellingly about policy issues; and working for positive change in the region.

Background

The Mountain Association for Community Economic Development (MACED) is a 38 year-old sustainable economic development organization seeking to create economic alternatives that work for people and places in eastern Kentucky and Central Appalachia. MACED is a fast-paced, dynamic and growing organization with a 31-person staff that manages \$20 million in total assets. The organization's strategies include: 1) providing financial capital and expertise to individuals, businesses and communities, 2) conducting research and engaging in effective communications to support good public policy, and 3) demonstrating effective community economic development efforts that make a difference. In addition to its research and policy and Appalachian transition programs, MACED's existing efforts include programs in enterprise development, energy efficiency, sustainable forestry and state fiscal policy.

Research & Policy Program

MACED's Research and Policy Program conducts high-quality research on issues important to our region. Our work strengthens the analysis behind MACED's programs and promotes sustainable economic development policy and practice in Kentucky and Central Appalachia. The Research and Policy Program produces internal and external reports and publications; develops policy and legislative proposals; conducts program-related research and evaluation; communicates about policy issues through media; builds alliances with other groups to work for policy change; and advocates to regional decision makers and public officials.

Our work currently touches on a range of issues and efforts related to sustainable development. A main priority is the Appalachian Transition Initiative, a program to promote public conversation about regional economic transition and the need for strategies and investments that can build new economic opportunities in the region. Also important is work to promote state policies that result in job creation, poverty alleviation and environmental protection through investments in energy efficiency and renewable energy.

Position Description

The duties and responsibilities of the research and policy associate include the following areas.

Research and Policy Analysis

- Identify and lead the development of viable policy ideas that could support Appalachian economic transition and advance MACED's development strategies.
- Conduct research and develop recognized expertise on key policy issues, including thorough analysis of data and relevant literature; scanning and tracking developments on those issues; and building relationships with key experts and resources.
- Collect policy models from elsewhere and develop specific policy and legislative options and proposals that would help MACED meet its goals.
- Track and analyze proposed legislative, policy and budget proposals for their positive and negative impacts and strategic importance.
- Write high-quality policy memos, briefs, reports, summaries and other publications.
- Prepare and deliver presentations on policy issues.

Communications

- Participate in a team to create and implement an overall communications strategy for Appalachian transition.
- Author blog entries on transition ideas and issues for the Appalachian transition website.
- Engage in communications strategies to support policy efforts including op-eds, social media, press releases, and media outreach.

Coalition Building and Issue Campaigns

- Play a lead role in building and maintaining issue coalitions and long-term partnerships through relationship-building and constructive participation that moves these collaborations forward.
- Help coalitions develop and implement strategies to influence decision-makers and change policy, including lobbying and media advocacy.

Program Support

- Oversee internal organizational performance measurement system and help as needed with program evaluation and measurement projects.
- Support MACED program strategies in understanding the relationship between policy issues and their approach.

Administration

- Contribute to grant proposals and reports as requested.
- Other duties as assigned.

Minimum Requirements

- Strongly articulated interest in and commitment to sustainable development and positive social change in Appalachia and Kentucky.
- Minimum of a master's degree in a related field.
- Five years of experience in research, policy advocacy, communications, sustainable development or related work and demonstrated leadership in those efforts.
- Ability to be self-directed and to identify and develop viable research projects, advocacy efforts and communications strategies.
- Experience and knowledge of development-related policy issues.
- Ability to conduct high quality research and analysis and build policy expertise.

- Strong writing skills and the ability to write clearly for a general audience. Strong interpersonal communication skills and the capacity to work constructively in teams.
- Strong computer skills, especially the ability to use spreadsheets to analyze data sets and word processing.
- Close vision with or without corrective lenses necessary for computer work.
- Manual dexterity needed to operate computer.
- Valid driver's license. Any employment offer is contingent upon applicant's insurability on MACED's group vehicle insurance policy.

Preferred Qualifications and Characteristics

- Knowledge of and experience in Appalachia and Kentucky.
- Experience working in nonprofit organizations and with grassroots advocacy efforts.

Additional Information

The position offers a competitive salary based on experience, with a generous benefits package. The position is full-time and is based in Berea, Kentucky. Berea is a beautiful, small college town, an hour south of Lexington, on the edge of the Appalachian region. MACED is an equal opportunity employer.

Please e-mail your resume, three references and a cover letter specifically explaining why you are a good fit for this position to researchassociate@maced.org. Application review will be on-going and continue until the position is filled. For more information about MACED visit www.maced.org.