

# Washington State Joint Legislative Audit and Review Committee (JLARC)

## Research Analyst Recruitment Announcement

The Washington State Joint Legislative Audit and Review Committee (JLARC) is recruiting to fill Research Analyst positions. JLARC Research Analysts conduct research on a broad array of subject areas, including tax policy. They develop, lead, and conduct independent performance audits, program evaluations, sunset reviews, and other special studies of interest to legislators. Analysts are skilled at using advanced statistical analysis methods and software applications.

### Who are we?

JLARC works to make state government operations more effective, efficient, and accountable. The Committee is comprised of an equal number of House and Senate members, Democrats and Republicans.

JLARC pursues its mission by conducting performance audits. This is not about “counting beans”—it is a tool for providing critical analysis and credible information to improve the management of government programs and help identify public policy solutions. Performance auditing involves assessing performance, evaluating results, and ensuring accountability.

Assignments to conduct studies are made by the Legislature and the Committee itself. Based on these assignments, JLARC’s nonpartisan staff auditors, under the direction of the Legislative Auditor, independently seek answers to audit questions and issue recommendations to improve performance.

### What does JLARC offer?

<b>Work that matters</b>	<p>Opportunity to work for the Legislature as nonpartisan staff and participate firsthand in the public policy process.</p> <ul style="list-style-type: none"><li>• JLARC staff collaborate to provide critical analysis and credible information to improve the management of government programs and help the Legislature identify public policy solutions.</li><li>• The Legislature assigns JLARC its studies, and the results have an impact: 94% of recommendations from the past four years have been adopted.</li></ul>
<b>Variety</b>	<p>JLARC does not focus on a single policy area, so staff get to learn about many different areas across state government, ranging from tax policy to wildfires to low income housing. Studies use a variety of professional disciplines and analytical techniques to find answers including performance measurement, organizational structures and budgeting and accounting practices.</p>
<b>Work / Life balance</b>	<p>JLARC offers a rare opportunity to work in a legislative environment that is high profile but also even-paced.</p> <ul style="list-style-type: none"><li>• Studies typically last between ten and eighteen months. These timelines allow us flexibility to manage our project schedules while sustaining a healthy home and family life.</li></ul>
<b>National recognition</b>	<p>JLARC’s work has received national recognition from groups such as the National Conference of State Legislatures and the Pew Center for the States as illustrative of “the superior program evaluation work being provided to state legislatures.”</p>

## What does JLARC look for in an analyst?

- ▶ An appreciation for how objective, non-partisan analysis can assist with the policy making and oversight roles of a legislative body
- ▶ An ability to think analytically and to present information creatively
- ▶ Experience interpreting quantitative data and designing statistical models using software such as R, SAS, Stata or SPSS
- ▶ Comfort with gathering and synthesizing both quantitative and qualitative information
- ▶ Strong communication skills in different media and in front of a variety of audiences
- ▶ Ability to work independently and as a member of a team
- ▶ Good judgment for how to work on sensitive issues with stakeholders that hold strong opinions

## Desirable Qualifications

A master's degree or higher in public administration, economics, political or social sciences, or a related field applicable to analyzing government programs, is strongly preferred.

## Pay

Research Analysts work under the direction of the Legislative Auditor, Deputy Legislative Auditor, and Audit Coordinator. This position is exempt from civil service law and is non-partisan. Annual compensation reflects the marketplace, depends on qualifications, and includes a comprehensive benefits package.

## Application Process

Before applying, review our website and our work at [www.jlarc.leg.wa.gov](http://www.jlarc.leg.wa.gov) to make certain this is the type of work that interests you.

**If you are interested and your qualifications fit, you should submit the following information:**

- 1) A letter of interest specifically addressing the qualifications mentioned in this announcement;
- 2) A current resume; and
- 3) A list of three professional references.

We will review your submission and determine if you will be interviewed. The interview will include questions, role playing, and a presentation. Application materials should be addressed to **Marilyn Richter** at [marilyn.richter@leg.wa.gov](mailto:marilyn.richter@leg.wa.gov) with the subject line: **JLARC Analyst Recruitment**. You will receive a confirmation email when we have received your application.

## Application Schedule

We anticipate beginning to screen applications mid-February, 2018. **Early application is encouraged.** Contact Marilyn Richter, [marilyn.richter@leg.wa.gov](mailto:marilyn.richter@leg.wa.gov) or (360) 786-5188

*The Joint Legislative Audit and Review Committee is an equal opportunity employer. Women, racial and ethnic minorities, persons with disabilities, and veterans are encouraged to apply. Persons with disabilities needing assistance in the application process should call (360) 786-5188 or TDD (800) 635-9993.*