New Mexico
Legislative Finance Committee (LFC)

Program Evaluator

The **Legislative Finance Committee** is recruiting to fill a **Program Evaluator** position. We are recruiting for motivated and talented professionals who are interested in public policy and improving government. LFC Program Evaluators develop, lead, and conduct independent program evaluations and special research studies of interest to legislators and make recommendations to improve the efficiency and effectiveness of state government.

The LFC makes budgetary recommendations to the whole Legislature for the funding of state government, higher education and public schools in addition to its accountability and oversight role. Eight senators and eight representatives comprise the LFC, with political parties represented in proportion to membership in each house of the legislature. The Committee employs professional program evaluators to determine whether taxpayer expenditures are producing desired results and to recommend improvements in state government. The LFC also maintains a permanent staff of fiscal analysts and economists who examine budgets and participate in the state's revenue estimating process.

Role

LFC Program Evaluators work on issues at the forefront of public policy. As a result of the variety of our evaluations and how seriously they are considered, LFC staff has broad exposure to policymakers and executives throughout state government and staff recommendations often results in changes to public policy and state law. Subject areas take in the full spectrum of state activities, including health care, social services, education, public safety, natural resources, and the general administration of state government and its political subdivisions.

Program Evaluators may carry out some assignments individually or serve on a team. Because this work is demanding, time-bound, and important, Program Evaluators must have superior time and task management skills. They must understand the policymaking environment at the state level and work effectively and objectively with legislators, legislative and agency staff including cabinet secretaries, and a broad range of policy stakeholders.

About Working at LFC

LFC offers a rare opportunity to work in a legislative environment that is high profile but also even-paced. Our evaluations typically last between three and six months. While these timelines are accompanied by very high expectations for depth and quality, they also allow us the flexibility to manage our project schedules to sustain healthy home and family lives.

Our staff works in an open and collaborative setting. The environment is rich in ideas and filled with intelligent, creative, and supportive colleagues.

LFC has a proven reputation for quality and independence. The National Legislative Program and Evaluation Society, the professional association of legislative program evaluators and auditors, has honored LFC with awards for research methods, project impact and for our overall body of work. The LFC's work was also recently referenced on the floor of the United States Congress.

Desirable Qualifications

Masters degree or other advanced degree in business, public administration, economics, finance, social science, accounting, or other qualitative or quantitative analysis and research fields required.

Considerable knowledge of designing and executing research and evaluation methods; policy and budget analysis; governmental operations and finance; spreadsheet and database applications and statistical procedures, such as cost-benefit analysis. Strong analytic, written and oral communication skills essential.

Preference may be given to applicants with legislative and/or program evaluation experience, performance audit, or research skills.

Successful Candidate Profile

Program evaluation staff work is intended to provide decision makers with timely, accurate, and objective information from which they can make effective policy decisions.

LFC is seeking Program Evaluator candidates who are able to:

1) Produce both quantitative and qualitative analyses of superior quality, and excel at documenting the work, writing the results and presenting the work to audiences ranging from their team members, executive agency heads to individual legislators and legislative committees.

2) Demonstrate skill with project management, research design, data collection, data analysis, and report writing.

3) Develop actionable evaluation recommendations that improve performance, provide cost savings, and increase accountability.

4) Demonstrate the ability to use quantitative, financial, evaluation, and policy analysis methodologies and related software.

Compensation and Reporting Relationship

Program Evaluators work under the direction of the Deputy Director for Program Evaluation and the Director of LFC. 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 available to all state employees.

Application Procedure

Persons interested in the LFC positions should submit the following information:

1) letter of interest specifically addressing the qualifications described in this announcement;
2) recent relevant writing sample;
3) current resume; and
4) a list of three professional references.

Application packages should be sent via email or regular mail to:

Mr. Charles Sallee, Deputy Director
Legislative Finance Committee
325 Don Gaspar, Suite 101
Santa Fe, NM 87501
charles.sallee@nmlegis.gov
Fax (505) 986-4545

Application Deadline: June 17, 2016

The LFC is an equal opportunity employer. Staff appointments are made without regard to race, color, religion, sex, national origin, political affiliation, age, disability, or other non-merit factors and solely on the basis of fitness for the job.