



Employment Opportunity: Program Evaluator

The New Mexico [Legislative Finance Committee \(LFC\)](#) is recruiting to fill multiple **Program Evaluator** positions. LFC is supported by 40+ permanent (year-round) non-partisan staff and we are recruiting for motivated and talented professionals interested in public policy and improving government. Program Evaluators develop, lead, and conduct independent program evaluations and special research studies of interest to legislators and the public and make recommendations to improve the efficiency and effectiveness of government. This supports the overall mission of the LFC, to provide the Legislature with objective fiscal and public policy analyses, recommendations and oversight of state agencies to improve performance and ensure accountability through the effective allocation of resources for the benefit of all New Mexicans. Eight senators and eight representatives comprise the Committee itself, with political parties represented in proportion to membership in each house of the legislature.

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 as a part of the office's [Legislating for Results Framework](#). In support of this work, the LFC employs professional Program Evaluators to determine whether taxpayer expenditures are producing desired results and to recommend improvements in state government. The LFC's Program Evaluation Unit releases numerous [reports](#) each year on a variety of public policy issues. LFC has been identified as a [national leader in evidence-based policymaking](#) and the Program Evaluation Unit has been the recipient of multiple awards for their work, most recently receiving the National Legislative Program Evaluation Society's [Excellence in Evaluation Award](#). 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 access to policymakers and executives throughout state government and staff recommendations often result in changes to public policy, funding decisions, 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 typically work in teams conducting evaluations or research projects ultimately presenting findings to Legislative Committees and other stakeholder audiences. 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 the flexibility to manage 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 [multiple awards](#) for research methods, project impact and for our overall body of work. The work of LFC's Program Evaluation Unit has also been referenced on the floor of the [United States Congress](#).

Essential Qualifications

- An undergraduate degree in an appropriate field and relevant experience will also receive consideration;
- Knowledge of evaluation methods and the design and execution of research projects;
- Ability to conduct thorough literature reviews and be a good consumer of research;
- Ability to develop research questions and research and analysis plans including use of quantitative and qualitative methods to answer research questions;
- Ability to work collaboratively with multiple stakeholders to craft actionable recommendations;
- Policy and budget analysis; governmental operations and finance;
- Use of spreadsheet and database applications and statistical procedures, including but not limited to cost-benefit analysis is required; and
- Strong analytic, written, and oral communication skills are essential.

Preferred Qualifications

Preference may be given to applicants with the following qualifications:

- Master's degree or other advanced degree (preferred) in public administration, social science, economics, finance, education, business, accounting, or other related fields;
- Experience in legislative or program evaluation, finance, accounting, auditing, or research roles;
- Experience with data management and analysis (descriptive and inferential statistics) of large datasets is a plus (R, SPSS, etc.);
- Experience presenting and interpreting research in high profile settings for lay audiences; and
- One of the position openings may be a good fit for individuals with knowledge or experience evaluating Information Technology (IT) projects.

Duties and Responsibilities

Program evaluation staff work is intended to provide decision-makers with timely, accurate, and objective information from which they can make effective policy decisions. The successful candidate will be ready to share new ideas for evaluation topics, methods to use, and ideas to solve problems. The successful candidate should be highly motivated to act as a non-partisan, objective voice who can:

- Produce both quantitative and qualitative objective analyses of superior quality;
- Conduct site visits;
- Build relationships with staff at other state agencies and national organizations;
- Excel at documenting, interpreting and writing about research and clearly presenting results;
- Demonstrate skill with project management, research design, data collection, data analysis, and report writing;
- Develop specific, well-defined, and actionable evaluation recommendations that improve performance, provide cost savings, and increase accountability; and
- Work well with teams, have the ability to lead projects, and be solutions focused.

Compensation and Reporting Relationship

Program Evaluators work under the direction of the Deputy Director for Program Evaluation with assistance from the Program Evaluation Manager. 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. a writing sample;
3. current resume; and
4. a list of three professional references (references will not be contacted unless you are a finalist).

Application packages should be emailed to:

Jon Courtney, PhD
Deputy Director
Legislative Finance Committee
325 Don Gaspar, Suite 101
Santa Fe, NM 87501
jon.courtney@nmlegis.gov

Application Deadline:

Open until filled

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.

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