

LEGISLATIVE EDUCATION STUDY COMMITTEE PROGRAM EVALUATOR RECRUITMENT

The **Legislative Education Study Committee** is recruiting to fill a new position. The Committee is building a team of professional Program Evaluators to determine whether taxpayer expenditures on public education programs are producing desired results and to recommend improvements in public schools and colleges of education. We are recruiting motivated and talented professionals who are interested in education policy and improving the public education system in New Mexico. LESC Program Evaluators will develop and lead independent program evaluations and special research studies related to public education and make recommendations to improve the efficiency and effectiveness of the public education system. The LESC team will work collaboratively with the Legislative Finance Committee's (LFC) team of Program Evaluators.

LESC studies public schools and school teacher and leader preparation programs and makes public education-related policy recommendations to the Legislature, state agencies, school districts, and schools. Four senators and six representatives comprise the LESC with political parties represented in proportion to the membership in each chamber of the Legislature. LESC also maintains a permanent staff of fiscal and research analysts who examine public school policies and expenditures.

Role

LESC Program Evaluators will work on issues at the forefront of public education policy. Areas reviewed will encompass the full spectrum of public education activities at the state and local levels. Program Evaluators may carry out some assignments individually or serve on a team. Work can include literature reviews, designing and conducting research, data analysis, field work (including interviewing education staff in state agencies, school districts, and schools), writing reports, and presentation of findings to legislative committees and other public entities. 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, and a broad range of policy stakeholders.

About Working at LESC

LESC offers the opportunity to work in a legislative environment that is high profile but also even-paced. Evaluations typically last between three and six months and may require collaboration with LFC staff. 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. Staff will work in an open and collaborative setting that is rich in ideas and filled with intelligent, creative, and supportive colleagues.

Desirable Qualifications

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

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. An undergraduate degree in an appropriate field and relevant experience will receive consideration.

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.

LESC 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 and 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 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 Director of LESL. 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 LESL positions should submit the following information:

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

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

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LESL 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.