

EXECUTIVE DIRECTOR – FISCAL POLICY INSTITUTE (NEW YORK)

The Fiscal Policy Institute in Albany New York seeks an Executive Director to build on an exceptional twenty-two year record of providing high quality research, analysis, and coalition building in support of progressive fiscal and economic policies that benefit all New Yorkers.

The Fiscal Policy Institute (FPI) is an independent, nonpartisan, nonprofit research and education 501(c)(3) organization committed to improving public policies and private practices to better the economic and social conditions of all New Yorkers. Founded in 1991, FPI works to create a strong economy in which prosperity is broadly shared.

FPI works to increase public and governmental understanding of issues related to the fairness of New York's tax system and the stability and adequacy of state and local public services. FPI publishes an annual analysis of the state's budget and tax system, a biennial report on the state of working New York, and numerous special reports and articles on a variety of related subjects. In addition, FPI maintains an active program of briefings and other public education activities. For a full list of research and products see: <http://fiscalpolicy.org/>

FPI is part of two consortia of state-level organizations throughout the U.S. - the State Fiscal Analysis Initiative (SFAI), coordinated by the Center on Budget and Policy Priorities, and the Economic Analysis and Research Network (EARN), coordinated by the Economic Policy Institute. The FPI ED will participate in regular meetings of each network and will contribute to and benefit from communications with other participants.

The position will be based in the Institute's Albany office. Travel will be required throughout the state, including but not limited to the Institute's New York City office and to national meetings.

Responsibilities

The Executive Director will be responsible for overall leadership of the organization, as well as leading, coordinating, and implementing its tax, budget and policy analysis work. The ED will oversee a staff currently consisting of 6-8 people, be a major spokesperson for the organization, lead fund development efforts, communicate with the Board of Directors, and otherwise administer the organization. The Executive Director will be accountable to the Board.

Specific responsibilities include:

- Developing a strategic vision for the future of FPI as an organization and as a catalyst for policy change, and – in conjunction with the FPI board – developing and implementing a plan for realizing that vision.
- Playing a visible and connected role as a leader in New York fiscal policy, including representing FPI before policymakers, stakeholders, the public, and the news media, as well as seeking out, establishing, and maintaining strong collaborations with other stakeholder organizations around the state.
- Planning, overseeing, and participating in the research activities of FPI and writing reports based on that research, including analyzing state budget and revenue proposals and developing policy options and recommendations that advance progressive reform.

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- Directing the work of FPI staff and contractors, and fostering the development of staff as strong independent researchers functioning as an effective team.
- Overseeing all communications activities of FPI, working with in-house communications staff or consultants as appropriate.
- Overseeing the fiscal health of the organization, including actively leading revenue-raising and fund development activities, including but not limited to grant-writing and maintaining relationships with funders, in accord with an overall fund development plan.
- Closely working with the board, fostering board development, and maintaining an appropriate level of communication about key issues and decisions.

Qualifications

Education: A graduate degree, preferably in economics, public policy, law, or a related field.

Skills: Excellent written and oral communication skills, including the ability to communicate complex or technical information clearly to a range of audiences in writing, through public speaking, and to the media. Strong tax policy and budget analysis skills and deep understanding of fiscal issues is required.

Experience: Minimum ten years of experience in public policy analysis; demonstrated capacity to work with policymakers, advocates, the news media, and constituent groups to think strategically about opportunities to influence public policy in a nonpartisan manner is required. Knowledge of the state legislative and budget process in New York or in another state is desirable; experience managing a small nonprofit organization is a plus.

Qualities: Commitment to social and economic justice; strategic thinker with strong leadership skills; creative and entrepreneurial spirit; commitment to excellence; understanding and valuing of diversity; strong administrative skills.

Applying

This is a full-time position. Salary and benefits will be commensurate with skills and experience.

Resumes will be accepted until the position is filled. To apply, submit a resume, policy analysis writing sample, and a cover letter specifically addressing your interest in and qualifications for this position by e-mail to resumes@fiscalpolicy.org. For more information, e-mail lavigne@fiscalpolicy.org

The Fiscal Policy Institute is an equal opportunity employer, and as such takes affirmative action to ensure that discrimination does not occur on the basis of race, creed, color, age, sex, national origin, marital status, sexual orientation, gender identity, religious or political affiliation, disability, or any other classification considered discriminatory under applicable law.