Position:	Policy Researcher
For:	Massachusetts Taxpayers Foundation 333 Washington Street, Unit 853 Boston, MA 02108 www.masstaxpayers.org
Status:	Full-Time Exempt

About the Massachusetts Taxpayers Foundation (MTF): MTF is a non-partisan, non-profit research organization widely recognized as the Commonwealth's premier public policy research organization. MTF provides public and private decision-makers with unbiased and timely research and constructive solutions that drive public policy, strengthen the state and local finances and position the Commonwealth for equitable and sustainable growth.

In recent years, MTF's work has encompassed wide-ranging topics including a number of reports on early childhood education, such as:

- Incentivizing Employer-Supported Child Care in Massachusetts

- Preparing for Child Care Reform

- Innovative Federal Relief Spending on Child Care

- The Untold Cost of Child Care

Job description: Policy Researchers conduct research and work with other MTF team members to publish findings and analysis in assigned policy areas. Policy areas will include early childhood education but will also be determined by the work of the Foundation and the interest and expertise of the candidate. In this role, Policy Researchers contribute directly to MTF's work to inform policy debate and decisions; and provide actionable, evidence-based recommendations.

Responsibilities: Responsibilities of Policy Researchers include:

- Conducting independent research in assigned public policy issue areas, including early childhood education;
- Drafting MTF policy bulletins and research papers for publication;
- Presenting research and analysis to a variety of audiences;
- Maintaining and building expertise as it relates to relevant policy developments at the state, local, and federal level;
- Serving as a key point of contact for assigned issue areas with MTF members, policymakers, and stakeholders;

- Representing MTF at meetings, policy working groups, and discussions with public officials;
- Helping MTF leadership and development staff build membership and partnerships with organizations engaged in assigned policy areas;
- Assisting with communications outreach and engagement for MTF publications and events; and
- Other duties as assigned.

Skills and Experience: MTF values diversity in background and experiences and seeks candidates with a commitment to MTF's mission to promote equitable and sustainable economic growth across the Commonwealth. We encourage all motivated applicants to apply.

We are looking for candidates with a strong mix of the following qualifications:

- Professional experience conducting and presenting on public policy research, working in a field of public policy, and/or an advanced degree in public policy, public administration, or other related field;
- Familiarity with public policymaking in Massachusetts and/or early childhood education policy;
- Strong written and oral communication skills;
- Capacity to multi-task, work independently, take initiative and meet deadlines;
- Commitment to working collaboratively in a small-team environment;
- Demonstrated experience working with diverse audiences and teams; and
- Ability to engage appropriately with MTF leadership, public officials, business and non-profit leaders and other public policy stakeholders.

Salary and benefits: The Policy Researcher position is full-time. Compensation is determined based on qualifications and experiences, but we expect the salary range to be $65,000 to $85,000. MTF provides generous benefits including health insurance, paid leave, and a 401(k) retirement plan.

Work Arrangements: This position will include in-office and remote work.

Interested applicants should email a résumé and cover letter to MTF Senior Policy Researcher Meaghan Callahan (mcallahan@masstaxpayers.org). Submissions are due by October 27th.