Job Announcement
State Policy Fellow – Education Policy

The California Budget & Policy Center (Budget Center), working in partnership with the Center on Budget and Policy Priorities (CBPP) in Washington, D.C., seeks to hire a State Policy Fellow to help support the Budget Center’s work on education policy issues – including early childhood development, K-12 education, and higher education – and contribute to our work on state budget policy. The successful candidate’s primary responsibility will be to help the Budget Center to analyze and advance sensible policy options to enhance educational opportunities for Californians, including adequately and equitably funding education programs and improving educational outcomes for all students, especially those who are disadvantaged.

About the California Budget & Policy Center

The team at the Budget Center works every day to build a more inclusive California where everyone has the opportunity to participate fully in the state’s economic, social, and political life. This requires our state to make smart policy choices and public investments. By examining the most pressing budget and policy issues and making them accessible and more understandable, we aim to broaden participation in state policy debates and help foster outcomes that work for all Californians, especially those individuals and communities who have not yet shared in our state’s economic prosperity.

About the State Policy Fellowship Program

The State Policy Fellow is part of CBPP’s State Policy Fellowship Program. To expand the diversity of voices that speak with authority in state policy debates, the program identifies highly motivated candidates – with particular attention to candidates having experience with communities underrepresented in state policy debates – with a demonstrated interest in working on public policies that affect low-income and diverse communities and have implications for racial equity. State Policy Fellows work with influential state policy organizations across the country and receive training, mentoring, career development, and networking opportunities with CBPP as part of the program.

How This Position Advances the Budget Center’s Work

The State Policy Fellow is a valued member of the Budget Center’s growing team with responsibility to help develop our strategic agenda, author innovative policy reports, make the case for solutions, and engage almost daily with state, local, and national partners. The Budget Center is committed to advancing equity and inclusion and seeks to create an environment and culture that embraces employee differences.

Roles, Responsibilities, and Qualifications

The responsibilities of the position include analyzing state budget and education policies; researching and writing short reports targeting key policy deliberations; representing the Budget Center before state and local stakeholder groups and policymakers; providing assistance to community groups, legislative staff, and government officials; and analyzing data to identify the impact of state, federal, and local budget and education policies on low- and middle-income Californians and on the state’s fiscal health.
Qualifications for the position include:

- Strong commitment to social, economic, and racial justice.
- Demonstrated interest in working on public policies affecting low-income communities, communities of color, and LGBTQ communities, and policies with implications for equity.
- Outstanding written and verbal communications skills, including a demonstrated ability to communicate complex topics to non-expert audiences.
- Ability to take initiative, problem-solve, and think strategically.
- Self-motivation, ability to work independently, and ability to prioritize tasks.
- Willingness to work as a part of a team and enthusiasm for building relationships with key stakeholders and partners in our work.
- Facility with numbers, including the use of spreadsheets.
- Experience in policy analysis or research, including a familiarity with state, federal, and/or local budget and policy issues and data sources.
- Graduate degree in public policy, public affairs, economics, law, social work, public health, or a related field acquired within the past two years, or an expected degree before August 1, 2020.
- A two-year commitment is expected – candidates must be eligible to work full time in the United States for the two-year duration of the program.

This position is full-time. The position is based in Sacramento, although telework options are available during the COVID-19 crisis and in response to government stay-at-home orders. The salary range for the position is $60,000 – $85,000 based on experience and includes health insurance, dental and vision coverage, retirement benefits, family leave, and paid time off for vacation, sick leave and holidays.

Applications will be accepted until the position is filled, although applications received by May 31 will receive priority. To apply, send a resume, writing sample, cover letter, and names of three references to Janice Selby, Director of Operations, at jselby@calbudgetcenter.org and Chris Hoene, Executive Director, at choene@calbudgetcenter.org.

Please do not send in materials by direct mail at this time, as the Budget Center is not working from our physical office location.

The Budget Center is an Equal Opportunity Employer that values and welcomes diversity in the workplace and strongly encourages all qualified persons to apply regardless of race, creed, color, sex, national origin, marital status, sexual orientation, religious or political affiliation, disability, and any other classification considered discriminatory under applicable law.