



## BRA/EDIC EMPLOYMENT OPPORTUNITY

**TITLE: SENIOR RESEARCHER - ECONOMIST**

**JOB POSTING: # 31-13**

**EMPLOYMENT STATUS: EDIC Employee**

**POSTING DATE: 11/1 /13**

**DIVISION/DEPT: RESEARCH**

**Rev: 11/4/13**

*\*This job posting will remain posted for 10 working days until (11/15/13 ) before a hiring recommendation can be made\*.*

**SUMMARY:** Under the direction of the Director of Research, serve as principal analyst and researcher on the status and trends of the Boston economy; analyze the economic impact of new development in the city; represent the BRA on City committees dealing with economic issues; lead and participate in major research projects on Boston's economy, government policies, and population. Provide technical assistance and analysis to the Division Director and other staff as assigned.

Provide technical assistance and analytical research in areas requiring special expertise in economic analysis, finance, statistics, econometric modeling and forecasting. Coordinate joint research efforts related to economic policy and development impacts with other City departments. Serve as principal source of economic information to the Director.

Execute and coordinate production of research reports to be included in City documents or published by the Agency. Plan, design and develop strategy and methodology of research study; may originate study concept or develop topic in response to request from the Director. Draft, revise and prepare reports which monitor, assess, discuss and forecast the economy, demography and commercial markets of Boston. Discuss report findings and conclusions with Director or other BRA/EDIC and City staff as appropriate.

Manage, execute and coordinate research projects. Create, perform and document original research on economic, demographic, fiscal and development issues. Collect, track and analyze data; evaluate sources, consistency, quality, and integrity of data. Maintain and monitor economic databases about the city from a variety of municipal, governmental, public and private sources. Identify and assess trends, events, etc., which may impact city's economy, demographics, finances, prepare forecasts, etc. Assemble, organize and screen data relevant to area of study.

Research, draft, revise and produce portions of major policy documents as requested.

Research and maintain database for hotels and office space, construction and construction material costs and prepare reports on these sectors and serve as the principal liaison to constituencies for both.

Research and prepare "Internal Memoranda" in response to requests from BRA/ EDIC staff or other city officials.

Design and carry out survey research studies where applicable.

Participate in the development and review of methods and procedures of technical recording, processing and analysis of data pertaining to economic or statistical analysis within department or other City departments.

May assist in department administration, with special emphasis on review, for technical accuracy, of reports prepared by other staff.

Perform other related duties as required.

**QUALIFICATIONS:** Work requires a Master's degree in economics plus ten or more years of progressively responsible related experience. Proficiency in desktop computing, including word processing, spreadsheet, and database applications is required, as is ability to use specialized forecasting and statistical software. Demonstrated competence in writing and public speaking required.

**GRADE: 23**

**HIRING RANGE: \$70, 961.57 - \$88, 819.37**

**Submit resume/Cover Letter to: BOSTON REDEVELOPMENT AUTHORITY, HR**  
**43 Hawkins Street, Boston MA 02114.**  
**E-Mail: HR-BRA@boston.gov**  
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**BOSTON RESIDENCY REQUIRED ON DATE OF HIRE**