

Title: Data Analyst

Organization: Guinn Center for Policy Priorities

Location: Vegas (or Reno)

Position Summary

The Kenny Guinn Center for Policy Priorities (“Guinn Center”) is a nonprofit (501c3), independent (bipartisan) policy research center focused on delivering relevant, fact-based and well-reasoned analysis of critical policy issues that advance solutions toward a vibrant Nevada and Intermountain West region.

We are looking for a Data Analyst – someone who loves data and puzzling over the gaps, trends, & possibilities. The Data Analyst is responsible for conducting rapid-response and long-term analysis of data, as well as developing and supporting the drafting of policy papers. The ideal candidate is a self-starter (with nonprofit experience) with demonstrated success in leading and managing qualitative and quantitative research projects and communicating effectively to a broad audience.

Primary Responsibilities

1. Research and Analysis

- Analyze data on emerging public policy issues and trends and help produce Guinn Center policy publications including issue briefs, white papers, conference papers, presentations, and testimony, using primary and secondary research sources.

Qualifications

The ideal candidate will possess the following skills and experience:

- Graduate degree in relevant field.
- 3-5 years’ experience working with data and analyzing public policies
- Ability to conduct research using qualitative and quantitative methods (e.g., ability to run multivariate regression using STATA is a plus).
- Self-starter with significant experience working in non-profit environment.
- Strategic thinker who has the ability to build programming and public engagement activities.
- Ability to work collaboratively with staff and board.
- Highly-organized, attentive to detail, goal-oriented, and capable of multi-tasking.
- Ability to think independently and uphold the (politically) independent nature of the organization.
- Flexibility for occasional travel (limited to Nevada and the Intermountain West region)

Salary and Benefits: Competitive salary plus benefits, including health, retirement, life insurance/long term disability, and vacation. Opportunity for growth. Equal Opportunity Employer. Position can be based in Reno or Las Vegas. For more, please visit www.guinncenter.org. To Apply: This position is open until filled.

To apply, send resume/cv (including list of publications), cover letter with salary requirements, 3 references, and two relevant writing samples to: nbrune@guinncenter.org. Subject line: Data Analyst Search.