

The Department of Public Instruction, Policy and Budget Team is currently seeking a Budget and Policy Analyst. The position is located at 125 South Webster Street, Madison, WI.

Can you think critically and express yourself clearly both verbally and in writing? Do you enjoy conducting statistical research and evaluation? Would you like to help support the public education system in Wisconsin? If so, the Department of Public Instruction (DPI) may be the place for you.

The DPI is committed to ensuring every child graduates ready for further education and the workforce. We must align our efforts so students are learning the skills and knowledge necessary to become contributing members of our communities. To build on our long-standing commitment to public education, we strive to recruit and retain quality employees. Our employees are vital to the success of our students, schools and communities. For more information about DPI, please go to <http://dpi.wi.gov>.

Job Duties: This position is responsible for performing analyses of programs, policies, practices and organization structures throughout the department; budget development and monitoring; and a variety of activities relating to federal and state legislation review. The position has primary responsibility for these tasks in one or more specialty areas as assigned. Such areas may include: school categorical aids, public libraries, career and technical education, pupil assessment, teacher licensing, agency operations budget, information technology and capital budget. This position is also the technical expert on the team who is responsible for conducting and coordinating statistical research and evaluation of department programs in support of the team and department requests. To view a copy of the complete position description, [click here](#).

Special Notes: A criminal background check will be conducted prior to an offer of hire.

Job Knowledge, Skills and Abilities: Knowledge of public administration and management techniques; research and evaluation design and methodology using quantitative and qualitative data, such as survey research, program evaluation, and statistical analysis techniques; and the methods and techniques related to the use of scientific and statistical software packages such as SAS, SPSS. Well-developed writing and oral communication skills, including comfort in making presentations to senior agency managers, as well as policy and program analysis skills are required. Candidate must also have the ability to conduct fiscal analyses and projections using spreadsheet and/or database software; to use PC-based suite software, as well as Internet-based research; and to interact effectively with individuals from a wide variety of professional backgrounds.

Apply Below:

http://wisc.jobs/public/job_view.asp?annoid=58615&mpjobid=58130