JOB ANNOUNCEMENT:

Research Associate
Government Finance Officers Association
203 N. LaSalle Street, Suite 2700
Chicago, IL 60601
Location: Chicago, IL / Hybrid Work Environment
To apply: www.gfoa.org/employment-application

GFOA seeks individuals who are both creative and analytical to extend GFOA’s research relating to local government finance. The role will combine conducting practitioner oriented research with leaders in local government with data analysis, data visualization, and program/product development. The role will also provide creative approaches to outreach for research projects to increase visibility of GFOA’s high quality research initiatives through execution of information/advocacy campaigns and measuring effectiveness of GFOA messaging.

GFOA Provides Unique Opportunity
GFOA’s mission is to advance excellence in public finance. We strive to improve the transparency, effectiveness, and trust of local government. We believe better local government is essential to build and sustain thriving local communities.

GFOA’s Research and Consulting Center provides regular research, reports, articles, and other content relating to local government finance. We are working to improve our capacity to distribute work products more broadly. This position will contribute to high-quality research, and help GFOA reach new audiences and develop relationships with industry influencers. GFOA’s Research Associate position will join an experienced team of researchers and consultants and will collaborate regularly with RCC staff, organize and lead projects.

Ideal Candidate
Ideal candidates for this position will be able to contribute to GFOA’s research, work independently, have strong written and verbal communication skills, and possess skills to visualize data, summarize key messages, and create infographics that resonate with GFOA’s intended audiences. Ideal candidates should also understand basic role of government and have appreciation for the connection between sustainable organizations and thriving communities. GFOA will consider applicants with a range of experience and skillsets and offers a range of project opportunities.
GFOA’s Research and Consulting Center is located in Chicago. GFOA currently offers a hybrid work environment that allows employees to work where they do their best work. For most employees that is a mix of office and remote work, where benefits from both can be realized.

**Responsibilities**
- Contribute to research program by performing data collection, analysis, and visualization/presentation tasks
- Help coordinate GFOA research projects to ensure deliverables and timelines are met
- Build relationships with industry influencers, GFOA advisory committee members, and other leading practitioners in local government finance.
- Work with other national associations and State GFOA associations on opportunities for jointly promoting research
- Develop website content
- Work with graphic and web design experts to execute vision for member experience
- Collect and analyze information on effectiveness of GFOA outreach efforts
- Develop creative and novel ways to extend the influence of GFOA research

**Preferred Qualifications**
- Bachelor’s degree with coursework in research, public administration, public policy, political science, communications, design, business, or related fields.
- Creativity and ability to think independently
- Skills in data visualization and ability to summarize key messages in infographics, charts, tables, etc.
- Strong written and verbal communication skills
- Ability to gather information from a variety of sources
- Interest in local government finance
- Experience building web content and using social media for marketing
- Ability to report to multiple project managers and work independently or with minimal supervision
- Self-motivated and ability to work through ambiguity

**Position Information**
- Competitive (Starting range $50,000 to $65,000) and benefits
- Opportunities for professional development and growth
- Participation in GFOA 403(b) retirement savings plan
- The successful candidate will be expected to live in the Chicago metropolitan area.
Application Process
Candidates who are interested in applying for the position should complete an application online.

Apply online at www.gfoa.org/employment-application

GFOA is an equal opportunity employer.

For more information, or for questions about the position, please contact: Mike Mucha, Deputy Executive Director/Director, RCC at https://www.gfoa.org/bio/mucha

Photos of GFOA office at 203 N. LaSalle Street, Chicago, IL (Photos from M&J Wilkow)
About GFOA

The Government Finance Officers Association (GFOA) (www.gfoa.org) is the premier association for public sector finance professionals in the United States and Canada. Founded in 1906, GFOA currently has over 21,000 members that look to GFOA as the gold standard for identifying, developing, and communicating leading practices in government management. As a non-profit organization, GFOA’s mission is to promote excellence in state and local government financial management. GFOA accomplishes this mission by identifying and developing policies and practices and promoting them through education, training, consulting and leadership. GFOA is government by an 18 member executive board made up of leading finance officers from state and local government. GFOA’s staff of approximately 60 employees are organized into 6 centers. The Analyst position is located within the Research and Consulting Center.

Research and Consulting Center

GFOA’s Research and Consulting Center (RCC) is nationally recognized for its comprehensive analytical and advisory services, as well as for research on issues specific to state and local governments’ financial, human resource, procurement, payroll and operational management. Since beginning operations in 1977, the RCC has assisted hundreds of cities, counties, public utilities, and other forms of government to create best practice solutions to meet their unique challenges. Approximately 20 years ago, GFOA began consulting for enterprise resource planning (ERP) system assessments, procurement, contract negotiation, and implementation advisory services. GFOA has built a reputation as the unparalleled leader in the field of providing objective, independent advice for ERP procurement and implementation projects. Our approach to ERP projects focuses on business process improvement, effective governance, and building organizational readiness throughout each stage of the procurement process.

GFOA has also led the way in promoting outcome and program budgeting, long-term financial planning, and using risk analysis to optimize the size of local governments’ reserves. By challenging the status quo and working improve both policies and processes, we work towards GFOA’s mission to advance excellence in public financial management.

For more information on the Research and Consulting Center, please visit www.gfoa.org/rcc
Research Initiatives

GFOA also provides many services to members and others in the public sector in addition to consulting services. RCC staff are responsible for developing, leading, and communicating industry guidance in areas related to budgeting, governance/leadership, capital planning, procurement, risk management, and more. Recent projects include:

- **Rethinking Revenue and Rethinking Budgeting** GFOA has organized two projects focused on questioning assumptions, challenging the status quo, and providing recommendations long-term improvements to public finance. As part of these projects, GFOA has explored a series of on application of behavioral science to budgeting ([www.gfoa.org/behavioral-science](http://www.gfoa.org/behavioral-science)) and the understanding of fairness and justice ([www.gfoa.org/fairness](http://www.gfoa.org/fairness)).

- **Financial Foundations Framework**: Created by GFOA, the Financial Foundations Framework helps facilitate collaboration and support for public policies and programs. Organized into five pillars, the Framework shows you how to improve your financial position now and create a strong foundation for a thriving community over the long-term. Each pillar includes different leadership strategies and/or institutional design principles. Understanding that local governments cannot order people to collaborate, leadership strategies help inspire pride and public support for a strong financial foundation. Institutional design principles, meanwhile, are the “rules of the road.” They provide the context for leadership strategies and ensure continuity of good financial practices through changes in leadership.

- **Government Finance Review (GFR)**: GFOA publishes GFR, a bi-monthly magazine with a practitioner focus for its 21,000+ members. Articles contain case studies, member profiles, recommendations, and research highlights. ([www.gfoa.org/gfr](http://www.gfoa.org/gfr))