



Position Announcement: KIDS COUNT Coordinator

The Montana Budget & Policy Center (MBPC) is a nonprofit organization dedicated to advancing responsible tax, budget, and economic policies through credible research and analysis in order to promote opportunity and fairness for all Montanans. We work on a range of social justice issues including early childhood education, paid family and medical leave, access to quality health care, criminal justice reform, affordable housing, and investment in public education. Our team is dedicated to racial justice and creating a Montana where everyone has what they need to live their best lives.

Through the generous support of the [Annie E. Casey Foundation's KIDS COUNT](#) national project, MBPC will assume responsibility for KIDS COUNT program in a three-state region (Montana, North Dakota, and South Dakota). MBPC will be the first KIDS COUNT organization to lead the efforts in multiple states. MBPC will produce the annual data book, publish briefs on key policy issues, and maintain web access to KIDS COUNT data for Montana, North Dakota, and South Dakota.

MBPC is seeking qualified applicants for the new KIDS COUNT Coordinator position. The KIDS COUNT Coordinator will oversee research and policy aspects of MBPC's work as the KIDS COUNT organization for Montana, North Dakota, and South Dakota. This work will include data, research, communications, and outreach responsibilities. The KIDS COUNT Coordinator represents KIDS COUNT in the community and is the primary liaison with the national KIDS COUNT network.

Duties and Responsibilities

- Identify data on child and family well-being; work with state administrators to develop data if necessary; prepare and load data into KIDS COUNT Data Center.
- Conduct research on topics related to child well-being, particularly as those topics cut across traditional single-issue areas and ensure the distribution of that research to interested parties and diverse stakeholders.
- Create data and research products, including research reports, legislative district and county-level fact sheets, and policy briefs.
- Travel to North Dakota and South Dakota to build relationships with state agencies, tribal leaders, policymakers, and stakeholders.
- Lead MBPC's efforts to disseminate national KIDS COUNT data products in Montana, North Dakota, and South Dakota.
- Serve as a point of contact with media, stakeholders, and partners on MBPC's KIDS COUNT activities.
- Equip diverse stakeholders with information about resources available through KIDS COUNT.
- Provide technical assistance and support to MBPC staff on KIDS COUNT resources.
- Represent MBPC at national KIDS COUNT meetings and conferences and on state coalitions and similar task forces.

Required Experience, Education, and Skills

- Demonstrated commitment to racial equity, inclusion, and social justice.
- Significant experience within a social science or data-driven field.
- Significant field experience in quantitative research.
- Significant experience with data and strong data management skill.
- Sense of humor.

- Fluency in the Microsoft Office Suite (especially Excel).
- Excellent writing and research skills.
- Highly developed attention to detail.
- Organized and able to work independently.
- Strong interpersonal skills and ability to build relationships and work effectively with a range of diverse audiences and constituencies.

You will be a highly-qualified candidate if you possess:

- Additional software knowledge (SPSS, SAS, GIS, etc.).
- Previous experience with policymakers, state agencies and data providers, media, and legislators.
- Volunteer or work experience in child advocacy or an agency/institution serving children and families

Position Details

The ideal candidate will work full-time and be based in Helena. However, the organization may consider a different location for a truly exceptional candidate.

Salary range is \$50,000 – 60,000, commensurate with experience. MBPC offers excellent benefits, including health insurance, dental insurance, retirement, and generous paid vacation, sick leave, holidays, and paid family and medical leave.

To Apply:

To apply, submit a cover letter and resume by email to:

Heather O'Loughlin
Co-director for Research and Development
holoughlin@montanabudget.org

The position is open until filled. Initial application review will include all applications received by November 15, 2019.

We strongly encourage applicants from diverse communities, constituencies, and identities, including but not limited to people of all ethnic/racial backgrounds, people of all gender identities/gender expressions, people with disabilities, individuals living on low-incomes, and LGBTQ persons.