

Research & Policy Analyst Position Summary

ABOUT BEST NC

BEST NC (Business for Education Success and Transformation in North Carolina) is a nonprofit, non-partisan coalition of more than 100 business leaders who are committed to improving North Carolina's education system through policy and advocacy. Our vision is that every student in North Carolina will graduate with the knowledge, skills and behaviors to succeed in a competitive global economy. Our mission is to unite an engaged and informed business perspective to dramatically transform and improve education in North Carolina.

BEST NC CORE VALUES

- **Student-focused.** BEST NC places the highest priority on the best outcomes for students of all ages.
- **Evidence-based and solutions-oriented.** BEST NC is data-driven and dedicated to promoting best-possible practices that solve immediate problems and ensure a return on resource investments.
- **Optimistic & courageous.** BEST NC believes that every student can succeed, and North Carolina can have a world-class education system. We also know that elevating our public schools will require hard work and difficult decisions.
- **Collaborative.** BEST NC engages diverse, bipartisan stakeholders — including educators, experts, policymakers, and community leaders — to identify and build consensus around best practices.
- **Committed to continuous improvement.** BEST NC is cognizant that the demands of our economy are constantly evolving, as are our students and educators, and that the solutions in our education system today may not work tomorrow. Similarly, BEST NC is itself committed to following the principles of accountability and continuous improvement.

RESEARCH & POLICY ANALYST

Since our founding in 2013, BEST NC has quickly established itself as a powerful voice for education in North Carolina. We have built a small but top-notch team working on state-level advocacy and strategic communications; an influential and committed board; and membership from over 100 top business executives across the state.

As an essential member of our team, the Research & Policy Analyst plays a key role in developing and supporting our education research, policy and program priorities, and communications strategy. The Research & Policy Analyst will lead quantitative and qualitative analyses, oversee data collection efforts, and assist in the production of relevant communications, reports, and presentations.

The Research & Policy Analyst will report to and work in close collaboration with the Vice President of Policy & Engagement. This position offers the right candidate the opportunity to be a part of a powerful voice for student success and education transformation at a pivotal time in North Carolina's history.

PRIMARY DUTIES AND RESPONSIBILITIES

Specific responsibilities for the Research & Policy Analyst include:

- Gathering evidence-based best practices and synthesizing research on effective federal, state, and local policies and regulations, communicating these to the team and other constituents, as needed
- Representing BEST NC as a content expert on education best-practices and data, ensuring that BEST NC is a pre-eminent voice in the statewide discussion of legislation, regulation, and best practices
- Overseeing updates to BEST NC's annual [Facts & Figures](#) publication and data on the BEST NC [website and BEST NC's social media channels](#)
- Drafting and editing accessible policy briefs, papers, and presentations
- Conducting legislative, policy, and data analysis and disseminating updates to colleagues, the board, our members, and partners, including *Catalyst* briefs and newsletters
- Monitoring and attending meetings of the state education boards, the Governor's Education Cabinet, and House and Senate Education Committees, and other relevant public meetings
- Collaborating with the Executive Team on the Annual Education Innovation Lab and other convenings, in order to ensure they are grounded in research and best practices
- Contributing to the development and implementation of BEST NC's policy agenda and strategy
- Cultivating and maintaining relationships with local and national researchers and thought leaders

PRIMARY DUTIES AND RESPONSIBILITIES

Required

- Commitment to BEST NC's vision and mission for improving education in North Carolina, with a commitment to equity and excellence for each student
- Strong analysis skills, both quantitative data and qualitative research and policies
- Strong ability to communicate data and synthesize findings for a variety of audiences
- Proficiency using Excel or Stata to manage and analyze data
- Enjoys working hard and proactively identifying challenges; can overcome resistance and take unpopular stands when necessary
- Curious, data-driven, and independent thinker who stays informed on issues and trends in education research, data availability, and emerging policy strategies
- Strong interpersonal, written, and verbal communication skills
- Self-starter with an ability to manage multiple projects with minimal oversight in an entrepreneurial environment

Strongly Preferred

- Degree in public policy or statistics, with an emphasis on quantitative research
- Two to four years of progressive responsibility in public policy, research and analysis, education or related experience
- Expertise or experience with public education in North Carolina, including familiarity with major education issues facing the state
- Experience working with Adobe Creative Suite, Tableau, or similar data visualization programs
- Ability to work from BEST NC's offices in the Triangle area in a flexible, hybrid home/office schedule, with occasional travel across the state

TO APPLY

Send resume and cover letter to info@BESTNC.org with the subject line "Research & Policy Analyst"