



BUDGET AND POLICY ANALYST

Health Unit

Salary: \$53,404 – 63,266

Reference #24-13

Advance your career in government finance, management, and public policy at the New York State Division of the Budget (DOB)! DOB develops, negotiates, and implements one of the largest government budgets in the country, which provides the fiscal roadmap for State programs, policies, and services.

We are seeking motivated analysts and critical thinkers to join our team. DOB analysts rely on their skills for creative problem solving, attention to detail, and comprehensive communication to respond to emerging challenges, identify and develop solutions, and ensure the fiscal health of the State.

The Health Unit oversees the Medicaid Managed Care, Medicaid Managed Long-Term Care, Nursing Homes, New York State of Health Exchange, aspects of the Affordable Care Act, Minimum Wage, Supportive Housing, Home and Community Based Long-Term Care, the Medicaid State Global Cap, Federal Medicaid Spending, other State Agency Medicaid spending, non-Medicaid components of the Department of Health (DOH), the State Office of the Aging and the Office of the Medicaid Inspector General budgets and assists in budget development and coordination, appropriations, and various other assignments involving different aspects of health care finance.

This position in the Health Unit will also offer the candidate a unique opportunity to conduct research and develop recommendations related to health care financing and the State's health care reform agenda.

Responsibilities

Budget and Policy Analysts at DOB are typically involved in:

- Developing in-depth knowledge of program areas, including detailed analysis of broader trends (e.g. trends in the policy area, budgetary and spending trends, economic trends and implications, etc.), potential impacts on program operations, and collaborating with counterparts to understand agency and program operations, issues, and challenges.
- Managing the State's Financial Plan including by projecting and monitoring spending trends, identifying challenges, and working with counterparts to mitigate fiscal risks.
- Analyzing, developing, and defending budget and policy recommendations followed by the continuation of implementing innovative and strategic health care reforms.
- Coordinating various projects within the DOB and among impacted agencies including Local Grants Management, Not-for-Profit advisory groups, and the Interagency Task Forces.
- Evaluating and participating in the development of programmatic and policy solutions aimed at addressing care and financing needs for vulnerable populations within the State.
- Considering programmatic implications of legislation and developing related cost estimates, including timing of the effects on the Financial Plan.
- Working with staff from the Governor's Office, the Legislature, the DOH and other units within DOB.



Qualifications

- Ability to work both independently and collaboratively with diverse stakeholders.
- Fluency in Excel formulas and functions, and other Microsoft applications.
- Strong written, visual, and verbal communication skills.
- Ability to prepare, analyze, and effectively present fiscal information.
- Demonstrates initiative in formulating constructive recommendations on issues.
- Has an interest in health care finance.

The ideal candidate will have analytic ability and a willingness to learn. Key skills for this role include objectivity, flexibility, and adaptability. Mandatory overtime may be required.

Benefits of Working at DOB

Learn about DOB's benefits: including health and wellness perks; work-life balance programs; and learning and development opportunities at <https://www.budget.ny.gov/employment/benefits.html>.

Experience of Working at DOB

Entry level analysts benefit from the knowledge and mentoring of seasoned staff while learning policy development and implementation. For more on what it's like to work at DOB, check out DOB's Employment [video series](#).

How to Apply

To be considered for this or future positions with DOB, please complete the [Online Employment Application](#) and select "Budget Fellow" as the Title Applying or. Select [Health Policy](#) in the Professional Interests section for this specific vacancy. Applications are held in DOB's resume database for three months, after which candidates may reapply to be considered for future opportunities.

If you require assistance in applying for employment with the DOB, or if you have any questions about working for DOB, please contact personnel@budget.ny.gov.

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

The Division of the Budget is proud to be an equal opportunity employer. We celebrate diversity and encourage women, people of color, LGBTQ individuals, people with disabilities, members of ethnic minorities, foreign-born residents, and veterans to apply. We do not discriminate based on race, religion, color, national origin, sex, sexual orientation, gender identity and/or expression, age, veteran status, disability status, arrest record or criminal conviction history, or any other category protected by law.

We are happy to provide religious accommodations during the hiring process for those in need. If you have a disability or special need that requires a reasonable accommodation, please send a request to personnel@budget.ny.gov.

Executive Order 161

Pursuant to Executive Order 161, no State entity, as defined by the Executive Order, is permitted to ask, or mandate, in any form, that an applicant for employment provide his or her current compensation, or any prior compensation history, until such time as the applicant is extended a conditional offer of employment with compensation. If such information has been requested from you before such time, please contact the Office of Employee Relations at (518) 474-6988 or via email at info@oer.ny.gov.