



**Mountain Association for Community Economic Development  
Research & Policy Program**

**MACED Seeks Research & Policy Associate  
January 2010**

**Overview**

MACED seeks to hire a research and policy associate to help the organization promote public policy change on issues important to eastern Kentucky and Central Appalachia. The new position will carry out research, policy analysis, communications, coalition building and advocacy on a range of issues related to sustainable development. Successful applicants will bring experience, education and interest in analyzing public policy; communicating clearly and compellingly about policy issues; and working for positive change in the region.

**Background**

The Mountain Association for Community Economic Development (MACED) is a 33 year-old sustainable economic development organization seeking to create economic alternatives that work for people and places in eastern Kentucky and Central Appalachia. MACED is a fast-paced, dynamic and growing organization with a 25-person staff that manages \$15 million in total assets. The organization's strategies include: 1) providing financial capital and expertise to individuals, businesses and communities, 2) conducting research and engaging in effective communications to support good public policy, and 3) demonstrating effective community economic development efforts that make a difference. In addition to its research and policy program, MACED's existing efforts include programs in enterprise development, sustainable forestry and energy efficiency.

**Research & Policy Program**

MACED's Research and Policy Program conducts high-quality research on issues important to our region. Our work strengthens the analysis behind MACED's programs and promotes sustainable economic development policy and practice in Kentucky and Central Appalachia. The Research and Policy Program produces internal and external reports and publications; develops policy and legislative proposals; conducts program-related research and evaluation; communicates about policy issues through media; builds alliances with other groups to work for policy change; and advocates to regional decision makers and public officials.

Our work currently touches on a range of issues, including renewable energy/energy efficiency, forestry, agriculture, coal, predatory lending, entrepreneurship and small business development, economic development, workforce development, and associated state fiscal policy issues. Current efforts include the following:

- Appalachian Transition Initiative, a new effort promoting conversation and action on the need to plan for and begin building a new Central Appalachian economy beyond our historic poverty and dependence on coal through communications and public discussion, policy development and advocacy.

- The Kentucky Sustainable Energy Alliance, a statewide coalition made up of environmental organizations, low-income housing groups, renewable energy and energy efficiency businesses, economic development and economic justice organizations, and others working to promote job creation, poverty alleviation and environmental protection through state policy supporting energy efficiency and renewable energy.
- Central Appalachian Network, a partnership of seven community development organizations working to influence federal and other policy around sustainable development in Central Appalachia.
- The Appalachian Forest Investment Zone, a partnership of organizations working to develop and implement models for sustainable forestry in the region through demonstration initiatives, enterprise development and public policy.
- The Kentucky Coalition for Responsible Lending, a state-wide coalition working to protect family assets by eliminating abusive financial practices with a focus on capping interest rates on predatory payday lending.

### **Position Description**

The duties and responsibilities of the research and policy associate include the following areas.

#### **Research and Policy Analysis**

- Conduct research and develop expertise on key policy issues, including thorough analysis of data and relevant literature; scanning and tracking developments on those issues; and building relationships with key experts and resources.
- Collect policy models and develop policy and legislative options and proposals that would help MACED meet its goals.
- Track and analyze proposed legislative, policy and budget proposals for their positive and negative impacts and strategic importance.
- Write policy memos, briefs, reports, summaries and other publications.
- Prepare and deliver presentations on policy issues.

#### **Communications**

- Create content for various websites, including the Appalachian Transition website/blog and MACED Research & Policy pages.
- Draft communications materials for a general audience including fact sheets, press releases and bill summaries.

#### **Coalition Building and Issue Campaigns**

- Participate in building and maintaining issue coalitions and long-term partnerships through relationship-building and constructive participation that moves these collaborations forward.
- Help coalitions develop and implement strategies to influence decision-makers and change policy, including lobbying and media advocacy.

#### **Administration/Team Support**

- Maintain a performance database for the Research and Policy Team (involves tracking media hits, presentations, publications completed, and other key data).
- Contribute to grant proposals and reports as requested.
- Other duties as assigned.

### **Minimum Qualifications and Characteristics**

- Strongly articulated interest in and commitment to sustainable development and positive social change in Appalachia and Kentucky.
- Minimum of a master's degree in a related field.
- Minimum of three years of experience in research, policy advocacy, communications, sustainable development or related work.
- Ability to conduct high quality research and analysis and build policy expertise.
- Strong writing skills and the ability to write clearly for a general audience.
- Strong interpersonal communication skills and the capacity to work constructively in teams.
- Strong computer skills, especially the ability to use spreadsheets to analyze data sets and word processing.

### **Preferred Qualifications and Characteristics**

- Existing policy expertise in relevant areas including economic development, agriculture, forestry, energy, and/or tax and budget.
- Experience in designing compelling communication materials for web or print.
- Knowledge of and experience in Appalachia and Kentucky.
- Experience working in nonprofit organizations and with grassroots advocacy efforts.

### **Additional Information**

The position offers a competitive salary based on experience, with a generous benefits package. The position is full-time and is based in Berea, Kentucky. Berea is a beautiful, small college town, an hour south of Lexington, on the edge of the Appalachian region. MACED is an equal opportunity employer.

Please e-mail your resume, three references and a cover letter specifically explaining why you are a good fit for this position to [researchassociate@maced.org](mailto:researchassociate@maced.org). Application review will be on-going and continue until the position is filled. For more information about MACED visit [www.maced.org](http://www.maced.org).