GENERAL DESCRIPTION OF CLASS

The ECONOMIST 4 does complex research, taxation analysis and interpretation of economic data in the areas of revenue estimation and forecasting, economic growth, public finance, demographic analysis, and labor and caseload forecast. Employees in this class provide these services to state and federal agencies, senior policy makers, the Legislature, the Governor, and his or her staff. Employees in this class are considered experts in their particular field of assignment. They formulate policy, conduct policy research, serve as technical consultants and develop complex forecasts. They work with a high degree of technical expertise and substantial independent judgment when applying economic concepts and methodologies.

DISTINGUISHING FEATURES

This is the fourth of a four-level series. Assignments require conceptualization of large and complex economic problems, which are difficult to define. Complexities involve the needed insight to isolate and define critical features of the problem; and the application of originality and ingenuity in adapting, extending and synthesizing existing theory, principles or techniques.

The nature of the economic inquiry, the effect of decisions and given advice on broad and significant state policy (E.g. the integration of revenue and its effect on state taxation, education funding, and social programs); and the responsibility to regularly act as consultant to statewide policy makers, including the Legislature and Governor’s Office, distinguishes this class from the lower levels.

DUTIES AND RESPONSIBILITIES

The duties listed below are not inclusive, but characteristic of the type and level of work associated with this class. Individual positions may do all or some combination of the duties as well as other related duties.

1. Economic Research and Evaluation

   Plan and manage state economic or demographic research studies. Identify, define and select specific problems for study. Assess the impact of proposed legislation with considerable economic implications. Evaluate, through study, major legislative proposals. Initiate, formulate, plan, execute and bring multiple, conceptually integrated studies to meaningful conclusions. Develop economic models to study relationships between revenue, income and various changes in public debt. Design studies to measure effects of earnings and rising benefits on funding programs. Develop research procedures that describe needed methodology. Apply and adapt various software packages to simulate, evaluate, report and present economic research.

   Maintain and report information on Oregon and other state, national, international and local trends and their implications for state policy. Maintain and interpret state census data, and develop population forecasts. Evaluate economic data to identify the relationship and effect upon past or current demographic and economic trends. Design, maintain and use econometric models of the Oregon economy, state revenue and lottery; review and update methodologies. Maintain and improve statistical software. Recommend actions or plans to solve economic problems. Evaluate economic and programmatic impact of legislative proposals

2. Economic Consultation

-1-
Give advice, which is relied on in policy decisions that affect important aspects of the state economy. Formulate or recommend broad state policy based on results of analytical study. Provide professional guidance to statewide and local forecasting programs. Advise policy-makers on the nature and reliability of revenue or other forecasts. Give advice to fiscal analysts. Act as expert spokesperson on economic issues governing area of specialization. Provide technical, analytical and consultative services to Oregon executive staff, legislative staff, the governor or the governor’s staff. Write reports for publication on economic issues and the policy and budgetary implications of economic trends. Answer questions and provide public and media with information about forecasts. Present information to the public and other interested groups about current economic data and trends. Represent state government by speaking at regional, state and national conferences; present expert testimony to the legislature, in litigation or other legal proceedings. Train and mentor other economists.

3. Project Management

Lead and manage research projects. Plan, assign, monitor and coordinate work of other economists engaged in gathering, compiling, analyzing, reporting and presenting economic or demographic data. Manage projects to make certain that projects are completed within planned timelines. Evaluate studies completed by others. Manage contracts for professional services for work done by outside consultants. Prepare request for proposals and assist in preparing consultant contracts. Monitor consultant’s performance. Approve appropriate contract payments.

RELATIONSHIPS WITH OTHERS

The Economist 4 has regular contact in-person, and by telephone or in writing with state executive leaders, the governor’s office, internal agency staff, the media, elected officials; and representatives of local, other states and federal government, or private industry to discuss and exchange economic information. Some positions meet regularly with economic advisors and committees to review forecasts. The Economist 4 may lead a research project team and plan, assign, check and coordinate the work of other economists.

SUPERVISION RECEIVED

The Economist 4 works with a high degree of independence under broad policy guidance. This position is regarded as an expert on economic issues in a specialized field. Completed work is accepted as technically authoritative. Work is periodically reviewed for alignment with state policy.
KNOWLEDGE AND SKILLS (KS)

**Extensive knowledge of:**

- Principles and theories of micro and macro economics, comparative economic systems, regulatory and consumer factors on economic markets, cost/benefit analysis, and economic forecasting and evaluation.
- Theories, principles and methods of financial and economic analysis.
- Research techniques, statistical principles and procedures, including methods of collecting statistical data, and random sampling.
- Local, regional, national and international economic issues.
- Forecasting principles and procedures typical to the assignment.
- Statistical and quantitative techniques and theories.
- Social science methodology and research design.
- Methods and techniques of quantitative and qualitative social science research.
- Methods and techniques of economic impact analysis.
- Statistical software used for mainframe and personal computers to conduct economic studies.
- Econometric and simulation models.
- Techniques and methods of cost-benefit analysis.

**General knowledge of:**

- Project management principles and methods.
- Methods and techniques of policy analysis and evaluation.

**Skill to:**

- Listen to what people are saying and ask appropriate questions.
- Recognize and evaluate significant and critical factors.
- Solve complex problems and draw rational inferences based on research findings.
- Present clear and concise economic information and ideas to groups, individuals or the media in verbal and written form.
- Plan statewide economic studies and develop project procedures typical to the assignment.
- Write effective technical narrative and statistical reports.
- Exercise proper judgment in selecting analytical methods and techniques.
- Prepare complex spreadsheet tables, text, and graphics.
- Gather, compile, and report data; and interpret findings.
- Locate and interpret economic and labor market information.
- Do extensive and difficult analyses of anticipated economic effect of alternate scenarios or plans.
- Analyze information and make independent, sound decisions and recommendations based on the analysis.
- Use statistical software to edit, tabulate or simulate statistical data, and build econometric models.
- Serve as a senior-level technical advisor and consultant on economic issues and trends.
- Use programming software to develop economic simulation models, and design and manage databases.
- Conceptualize the implications of economic trends on public policy.
- Evaluate research results specific to a single specialization and understand its implications to other fields, areas of economic specialties or sources of revenue.
- Understand the nature and value of available data and adjust for data problems.
- Construct data sets to best achieve the theoretical research objectives.

**Some positions may require the following:**

- Extensive knowledge of one or more economic specialty areas.
NOTE: The KNOWLEDGE and SKILLS are required for initial consideration. Some duties performed by positions in this class may require different KS's. No attempt is made to describe every KS required for all positions in this class. Additional KS requirements will be explained on the recruiting announcement.

Adopted 10/03

Revised

STATE OF OREGON
Dept. of Administrative Services
Human Resource Services Division