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Job Posting

Job Title	OHE Professional 1 (L-4)
Job ID	20040
Location	St. Paul
Full/Part Time	Full-Time
Regular/Temporary	Unlimited

Job Class: OHE Professional 1

Working Title: Financial Aid Research Analyst

Who May Apply: Open to all qualified job seekers

Date Posted: 02/08/2018

Closing Date: 03/02/2018

Hiring Agency/Seniority Unit: Office of Higher Education

Division/Unit: Research Division

Work Shift/Work Hours: Day Shift

Days of Work: Monday - Friday

Travel Required: Yes

Salary Range: \$24.17 - \$33.04 /hourly; \$50,467 - \$68,988 /annually

Classified Status: Unclassified

Connect 700 Program Eligible: No

Job Summary

To provide policy research and analytical support for financial aid programs and other agency activities that support student financial access and choice in Minnesota postsecondary education.

1. Identify and analyze trends and conditions affecting student financing for postsecondary education so the agency can maintain leadership in addressing problems of financial access and choice. Includes responsibility for preparing financial projections and analyses of the State Grant

and other financial aid programs to support appropriations, program management, and policy discussions and decisions.

2. Conduct research, analyze policies, and report on issues related to financial aid programs and applications, including providing technical support for Minnesota's FAFSA Completion Initiative.

Qualifications

Minimum Qualifications:

1. Advanced degree in postsecondary education policy, public affairs, economics, or related field.
2. Must possess a broad familiarity with research and statistics relevant to financial aid policy.
3. Have at least 1+ years of professional experience working in financial aid or research related to financial aid.
4. Experience working in areas of education policy or programs related to financial aid, access, and affordability.
5. Experience working with large datasets and producing descriptive statistics
6. Demonstrated ability to successfully:
 1. Design and produce analytic products and translational research
 2. Communicate through writing and public speaking to laypersons and professionals
7. Understanding of the state legislative and regulatory processes and committee structures.
8. Ability to maintain the highest personal and professional levels of ethical conduct, confidentiality, and integrity.

Knowledge Of:

- Association for Institutional Research *Code of Ethics*
- Education research methods, including design of projects and implementation of findings in a practical application
- Statistical analysis techniques, as well as, descriptive and inferential statistics
- Higher education legislation and policy at the federal and state levels
- Educational theories related to price sensitivity of enrollment, financial access and completion.
- Public finance and postsecondary education finance

Application Details

Why Work For Us

GREAT BENEFITS PACKAGE! The State of Minnesota offers a comprehensive benefits package including low cost medical and dental insurance, employer paid life insurance, short and long term disability, pre-tax flexible spending accounts, retirement plan, tax-deferred compensation, generous vacation and sick leave, and 11 paid holidays each year.

How to Apply

Log into www.mn.gov/careers to access the career site and search for Job ID 20040.

If you are unable to apply online, please contact the job information line at 651.259.3637.

For additional information about the application process, go to <http://www.mn.gov/careers>.

Contact

If you have questions about the position, contact Lynne Richárd at lynne.richard@state.mn.us or 651.259.3941.

AN EQUAL OPPORTUNITY EMPLOYER

The State of Minnesota is an equal opportunity, affirmative action, and veteran-friendly employer. We are committed to providing culturally responsive services to all Minnesotans. The State of Minnesota recognizes that a diverse workforce is essential and strongly encourages qualified women, minorities, individuals with disabilities, and veterans to apply.

We will make reasonable accommodations to all qualified applicants with disabilities. If you are an individual with a disability who needs assistance or cannot access the online job application system, please contact the job information line at 651.259.3637 or email careers@state.mn.us. Please indicate what assistance you need.

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Link to web posting:

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