

## ONTARIO CHAMBER OF COMMERCE EMPLOYMENT OPPORTUNITY

**Position Title:** Economic Analyst

**Reports to:** Director of Policy

**About us:** The Ontario Chamber of Commerce (OCC) is a not-for-profit business advocacy organization representing approximately 60,000 businesses of all sizes, in all economic sectors, and from every area of the province. We are located in downtown Toronto, with employees working remotely during the pandemic.

**About the employment opportunity:** The OCC is looking for a candidate who brings a solid understanding of applied economics and Ontario public policy and public accounting, as well as advanced written and oral communication skills. The Economic Analyst will both lead and collaborate on the development and execution of principled, evidence-based public policy projects through research, analysis, writing, and public-facing presentations.

In this role, the Analyst will contribute to the development of non-partisan public policy positions that reflect the will and direction of the OCC's member businesses and its network of local chambers of commerce and boards of trade. In doing so, this individual will help the OCC deliver tangible results to its membership.

### **Suitable candidates will possess the following qualifications:**

- A Master's degree in economics or a Bachelor of Economics with a Master of Public Administration or a Master of Public Policy
- Familiarity with industry-standard modelling software and approaches
- Minimum three years' experience (including internships) in quantitative economics research and analysis, ideally working with public budgets
- An understanding of the business and public policy climates in Ontario
- Outstanding communications skills, including the ability to write at advanced level
- Excellent interpersonal skills
- Ability to work in a deadline-driven environment
- Self-starter with entrepreneurial spirit and business development acumen

### **Duties and Responsibilities**

The Economic Analyst will:

- Conduct economic analyses and produce high quality work with accuracy in calculations, completeness of data, and adherence to prescribed methodology
- Lead or contribute to policy research projects both independently and as part of the Policy department
- Support the work of the OCC's various policy councils
- Liaise with external research stakeholders
- Undertake commissioned reports or conduct quantitative analysis required for commissioned projects

- Actively seek opportunities to integrate economic research as a central part of the policy and advocacy work undertaken by the OCC
- Work collaboratively with all OCC staff and departments

Normally, some travel within Ontario is required; however, at this time, no travel is expected of OCC employees due to COVID-19 restrictions.

Please send a resume and cover letter with the subject line “Economic Analyst application” to Daniel Safayeni, Director of Policy, at [danielsafayeni@occ.ca](mailto:danielsafayeni@occ.ca) by October 23, 2020.

*The Ontario Chamber of Commerce is an equal opportunity employer and provides employment accommodation in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act.*