



Development Research Partners

Economic Research Associate Position Announcement **May 23, 2022**

Development Research Partners (DRP) is an economic development research and real estate analysis company located in Jefferson County, Colorado, founded in 1994. DRP has an immediate opening for a full-time economic research associate position. Our economic research is focused in four key service areas:

- Economic and Demographic Research
- Industry Studies
- Fiscal and Economic Impact Analysis
- Real Estate and Public Finance Economics

For more information on the company, please see www.DevelopmentResearch.net.

Job Description

This entry-level position updates, maintains, and analyzes all economic and demographic data used in our research. Typical daily activities include:

- Locate and collect data from standard and specialized federal, state, and local government sites. Examples of typical data collected include those from the U.S. Bureau of Labor Statistics, U.S. Census Bureau, U.S. Bureau of Economic Analysis, Colorado Department of Labor and Employment, Colorado State Demography Office, and others.
- Manage and manipulate databases, including regular data updating and organizing data in a manner that allows efficient extraction of data and insertion into reports and studies.
- Conduct analytical and statistical analysis of economic data, identifying key trends and providing interpretation of results.
- Research and write a variety of monthly, quarterly, and annual economic reports based on economic and demographic data. These reports need to convey complex trends and information in a simple, concise manner to a business audience.
- Collaborate with and assist other team members with research and data collection related to our four service areas.

Minimum Qualifications

The ideal candidate will have an interest in regional economic development, real estate development, and/or community development issues and at least a bachelor's degree in economics or a related field.

The ideal candidate will have skills and experience as follows:

- A strong familiarity with various economic data sources and their interpretation.

- Strong writing skills, with the ability to present complex economic trends in a concise and simple manner.
- Detail-oriented, with data organization and management skills.
- Ability to work on a variety of projects at the same time.
- Proficiency in Microsoft Office products, including Excel, Word, and PowerPoint.
- Experience with Microsoft Access and ArcView GIS is desired, but not required.

Salary Range

\$50,000-\$60,000 annually depending on experience.

Benefits

- Ability to work remotely one day per week following four-week orientation period.
- Ten paid vacation days, 8 paid holidays, and up to 48 hours paid sick leave annually.
- 100% of health and dental insurance premium for employee; spouse and dependent coverage may be added at own cost.
- 100% of the premium paid for \$25,000 life and accidental death and dismemberment (AD&D) insurance and long-term disability insurance covering up to 60 percent of monthly earnings.
- Able to participate in SIMPLE IRA as of January 1, 2023; up to 3% match.
- Annual educational and professional development reimbursement.

Application Deadline

Position open until filled.

Application Process

Submit a cover letter explaining your interest in this position and the type of education and work experience you bring to the position. Email the cover letter and resume to patty@developmentresearch.net.