

Working Title Economist, Economic Impacts	Name
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Position Number	Reports to Position No., Class & Level	Ministry Treasury Board and Finance
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Present Classification
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Dept ID	Program Code	Project Code (if applicable)
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**POSITION SUMMARY:** Briefly describe the main purpose of the position, and why it exists for the most part (See PP [Slides 28-32](#)).

Under the direction of the Manager of Economic Impacts, the Economist will provide analysis and advice on key policy issues impacting Alberta's economy. This includes maintaining and developing models and other tools to analyze policy issues, guiding analysis, and effectively communicating results. These recommendations may be used as inputs into Treasury Board and Cabinet decisions.

**SPECIFIC ACCOUNTABILITIES:** List the most important end results or outcomes (not duties) of the position and how they are achieved. Each end result shows what the position is accountable for, within what framework and what the added value is. Normally a position has 4-6 core end results. For each end result approximately 4-6 major activities should be described (See PP [Slides 20-27](#)).

- Conduct economic impact analyses of major economic developments, policies and projects.
  - Identify the mechanisms by which these policies affect the Alberta economy and tax policy.
  - Estimate the impact of those policies using various models, including but not limited to the computable general equilibrium model that ERF is using to generate the baseline economic forecast, TBF's Input-Output model and Alberta's Economic Multipliers.
- Conduct the maintenance of existing and development of new models and other tools to analyze the impact of key policies on Alberta's economy and support the macroeconomic forecast.
  - Conduct the enhancement of models to improve forecasting for key macroeconomic model inputs. Examples include energy investment and other industry investment.
  - Monitor developments related to public policy issues and conduct research in order to anticipate and respond quickly to requests from senior management.
  - Provide support on policy issues to various groups in the EFP division.
  - Identify and communicate key issues and risks of different policies to Alberta's economy.
- Prepare briefings for the Premier, Minister of Treasury Board and Finance and Treasury Board Committee, senior officials, and Communications on policy issues currently impacting Alberta's economy.
  - Monitor economic developments in Alberta, Canada and the rest of the world.
  - Contribute to and/or initiate spotlight publications covering relevant economic topics.
  - Prepare more detailed briefings on other developments as required.
- Represent Treasury Board and Finance on cross-government initiatives, such as committees, working groups and policy initiatives. The incumbent is expected to demonstrate tact and solid judgement in providing economic advice to the GOA. This requires a comprehensive awareness of broader ministry initiatives and knowledge of GoA initiatives. This enables the Economist to provide economic input at a level above junior level on ongoing GoA policy development.

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- Works well within a self-directed workplace and demonstrates well-developed interpersonal skills with the ability to apply professional influence.

**KNOWLEDGE/EXPERIENCE:** Include a list of the most important knowledge factors, including knowledge about practical procedures, specialized techniques etc. not only diplomas and degrees. Detail specific training if there is an occupational certification/registration requirement for the position. Specify the type of experience required for the position (See PP [Slides 33-37](#)).

Education: Graduate degree in Economics, Business, Finance or related discipline or the equivalent combination of education and experience are essential.

The position requires strong written and oral communication skills and analytical abilities. The incumbent must be able to communicate highly technical issues in simple, straightforward language.

The incumbent must be experienced in the use of word-processing, spreadsheet and data-management programs.

The incumbent needs a substantial knowledge and understanding of key policy initiatives impacting the Alberta economy, including climate change, as well as familiarity with the industrial and institutional structures of the Alberta economy. Demonstrated experience in energy economics and/or environmental economics is considered an asset.

The incumbent should demonstrate strong knowledge of economic theory and econometric techniques. Familiarity with the Alberta's Input-Output model and/or economic multipliers is considered an asset.

The incumbent must be aware of the major sources of economic information such as CANSIM, must be familiar with economic research techniques, including how to do literature searches and how to retrieve data from online sources.

In order to analyze policy impacts, the incumbent must be able to apply various modelling techniques and other types of quantitative analysis and exercise sound judgement in analysing the impact of new events and policies.

**LEADERSHIP AND BUSINESS KNOW-HOW:** Specify the level of coordination, organization and leadership required to produce the results expected of the position. Provide recent examples (See PP [Slides 38-40](#)).

The incumbent is a leader in applying knowledge of quantitative analysis and modelling to perform policy analysis for the GoA. The incumbent is expected to consider the inter-relationships among different aspects of an approach, including how they relate to other programs or areas, considers emerging trends, and seeks insight about the implications of different policy options from both a people and organizational perspective (Systems Thinking).

Ministries look upon the incumbent to provide advice and evaluate the impacts of global, national and provincial policies and their implications for the GoA. The incumbent is expected to engage stakeholders both inside and outside the GoA, particularly when doing analysis, and understand how changing trends will impact stakeholders (Develop Networks).

The incumbent is expected to encourage participation and development of staff by creating a safe environment where learning is considered a shared experience, and where people can develop new skills (Build Self and Others). As well, the incumbent is expected to provide support and direction in unclear and complex situations; and provide support during times of change and highly challenging situations (Agility).

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The incumbent initiates a significant proportion of their work, develops work plans, and makes decisions about how the work is done. The incumbent is expected to ensure that roles and contributions are clear as well as set performance standards and monitor processes (Drive for Results). The incumbent is required to make decisions concerning both policy analysis and forecasting, acknowledging personal responsibility for outcomes, even when not all elements of a situation are within direct control. The incumbent must be able to communicate highly technical issues in simple, straightforward language.

The incumbent is expected to initiate and complete complex assignments based on a general description of objectives. In order to do this, the incumbent is expected to identify analytical techniques and sources of knowledge to break apart complex problems, as well as encourage participation and input from economists in the group (Creative Problem Solving). The appropriate framework for the project, the choice of technique and the presentation of results are generally the incumbent's responsibility, although they are expected to consult with their supervisor on highly difficult, sensitive and/or unusual problems. It is also the incumbent's responsibility to build on the skills and knowledge of the team to create results, respect others' input/expertise, and be willing to learn from others (Build Collaborative Environments).

**PROBLEM SOLVING:** Describe difficult or challenging situations the position is typically expected to solve and the assistance available (See PP [Slides 41-43](#)).

The analysis of complex economic and policy issues requires that the incumbent maintain extensive and current knowledge of international, national, and provincial economic conditions and policy developments. The development and use of models is a highly technical task requiring in-depth knowledge of quantitative methods and the institutional and political structures of Alberta. The position also involves substantial interdepartmental and intergovernmental dealings that must be handled with tact and sensitivity. Finally, the position requires strong writing skills and analytical abilities.

**RELATIONSHIPS/CONTACTS:** Identify internal and/or external clients, partners and stakeholders with whom your position has the most influence and indicate the frequency, purpose and nature of the contact (i.e. how they are affected by recommendations, decision-making and action(s) taken) (See PP [Slides 44-46](#)).

Clients	Frequency	Nature and Purpose of Contact
Internal Other analysts in EFP Other analysts in ERF Senior Finance Executives	daily weekly monthly	Advice/recommendations Advice/recommendations Advice/recommendations
External Executives in other Ministries Private Sector economists	Weekly Monthly	Advice/recommendations

**IMPACT AND MAGNITUDE OF JOB (SCOPE):** Identify how the position directly affects results, and the extent to which stakeholders are affected by the outputs. Provide recent examples (See PP [Slides 47-49](#)).

The incumbent's work is used across the entire Government of Alberta. Fiscal planning decisions are impacted by the analysis which the incumbent is responsible for providing. The incumbent is an expert in the Alberta economy.

The Economist is required to make decisions concerning policy analysis and forecasting that lead to decisions at the senior levels of government, such as Standing Policy Committees and Treasury Board Committee. This requires that the Economist be able to understand the existing literature, which is frequently highly technical,

**IMPACT AND MAGNITUDE OF JOB (SCOPE):** Identify how the position directly affects results, and the extent to which stakeholders are affected by the outputs. Provide recent examples (See PP [Slides 47-49](#)).

apply the modelling concepts and techniques, and display good judgement in weighing the evidence before making recommendations.

The decisions made by the Economist can have important implications. For example, work done by the incumbent contributes to the economic forecast that underlies the revenue projections of the government's fiscal plan. As well, the incumbent's work can influence the policy recommendations of the Economics and Revenue Forecasting group.

The incumbent is expected to recommend new projects and techniques to help analytical groups across the entire government meet their objectives.

The incumbent must at times respond to public enquiries on various issues. This requires good judgement regarding the sensitivity of the information requested, as well as detailed knowledge of the relevant policies of the Government of Alberta.

**CHANGES SINCE LAST REVIEW:** What significant changes have occurred in your job, from the last review (See PP [Slides 50-51](#)).

**COMPARABLE POSITIONS:** List comparable GoA benchmarks (See PP [Slide 52](#)).