The Legislative Analyst’s Office (LAO) is the nonpartisan fiscal and policy advisor to the California Legislature. Its mission is to provide data-driven recommendations to the Legislature to reduce the cost of state government and increase its efficiency. Established in 1941, the LAO is the oldest office of its type in the country, and maintains a national reputation for its nonpartisanship and its high-quality staff and analyses. The LAO is located in Sacramento, California.

The LAO is seeking applications for its fiscal and policy analyst (FPA) positions and summer internship program.

The office does the following three main types of work for the Legislature:

• Analyzes the Governor’s annual budget proposal, testifies at legislative hearings, and conducts legislative oversight throughout the year.

• Responds to requests from Members of the California Legislature on programs and finances.

• Produces independent, self-generated reports to assist the Legislature in addressing the major fiscal and policy issues facing California.

Each year the office hires six to eight FPAs and three to four graduate summer interns.

Fiscal and Policy Analyst. The FPAs are the office’s experts in a specific policy area. Each analyst has their own policy portfolio and is assigned to one of the four following sections: State and Local Finance; Education; Health and Human Services; or Corrections, Transportation, and Environment.

Summer Internships. The LAO operates a paid 12-week summer internship program that provides a rigorous analytical experience for individuals who (1) have completed the first year of a two-year graduate program that provides both a quantitative and policy analytical curriculum and (2) are interested in becoming a full-time FPA.
GRADUATE INTERN
Legislative Analyst’s Office
Sacramento, CA

The Legislative Analyst’s Office (LAO) provides nonpartisan fiscal and policy analysis to the California Legislature and has done so since 1941. The LAO (1) assists the Legislature in all aspects of the budget process, through its analytical and oversight activities; (2) responds to legislative requests for information and analysis of the state's budget and programs; and (3) conducts independent studies and produces self-generated reports on topics of importance to the state.

SPECIFIC DUTIES AND RESPONSIBILITIES
The intern’s primary responsibility is to complete an analytical product over a 12-week period resulting in either:

- A stand-alone product that the LAO will publish.
- A draft product that the LAO will incorporate into a larger product it intends to publish.
- An internal memo describing the analysis performed over the summer, findings and recommendations, and the implications for a broader study that the LAO is conducting or considering.

During the summer, we expect the intern to quickly gather, evaluate, and analyze information on the assigned project, by conducting independent research and, in most cases, interviewing stakeholders. Typically, research projects involve some travel within California. In addition, interns perform quantitative analysis on a policy issue and apply the policy analytical techniques learned in their graduate programs to a practical issue facing the State of California.

Interns work under the direct supervision of an experienced fiscal and policy analyst.

At two points during the summer, the intern will give a presentation on his or her work to executive staff at the LAO.

MINIMUM QUALIFICATIONS
The LAO internship is open to individuals who: (1) have completed the first year of a two-year graduate program in public policy, public or business administration, economics, or some other program that provides both a quantitative and policy analytical curriculum, and (2) are interested in becoming full-time fiscal and policy analysts at the LAO after graduation.
COMPENSATION
Interns receive a stipend of $2,900 per month. Benefits are not provided.

APPOINTMENT STATUS
Temporary, full-time, 12-weeks

APPLICATION PROCEDURES
Application deadline: December 20, 2019

Applicants should submit a resume, cover letter, and three references (name, relationship and phone numbers only) by the deadline. All requested information must be submitted for your application to be considered.

*Please email your application packet to: [lao.employment@lao.ca.gov](mailto:lao.employment@lao.ca.gov)*

For further information regarding application procedures, you may contact Sarah Kleinberg, administrative officer, at [sarah.kleinberg@lao.ca.gov](mailto:sarah.kleinberg@lao.ca.gov). You may also visit [www.lao.ca.gov](http://www.lao.ca.gov) for additional information.