



Job posting

The [Behavioral Health Commission](https://www.bhc.virginia.gov) (BHC) is looking for a dynamic, experienced professional to join its team as a policy analyst. The BHC was established by the Virginia General Assembly to place ongoing legislative focus on the state's behavioral health system and to improve its outcomes. Commission members are state legislators charged with making policy decisions to provide Virginians with access to a full continuum of high-quality and efficient behavioral health services. The Commission's full-time staff conducts robust, independent, and nonpartisan public policy research to help guide the Commission's agenda and to make policy recommendations that inform legislators' policy decisions. Commission staff are located in Richmond, Virginia. To learn more about the BHC and the work it is undertaking, please visit [bhc.virginia.gov](https://www.bhc.virginia.gov).

If you have experience in public policy research, behavioral health, law, program evaluation, and/or Virginia state government and you are passionate about having an impact on people's lives, this is a unique opportunity to share policy recommendations directly with decision-makers who are committed to improving this key component of Virginia's health care system.

BHC analysts have the opportunity to

- engage in primary research through interviews, fieldwork, surveys, and other qualitative methods;
- perform data analysis, including occasional statistical analysis;
- synthesize information from secondary sources (e.g., other states' research, journals);
- develop actionable recommendations for BHC members' consideration;
- support members in drafting legislation and budget language to enact recommendations during the legislative session; and
- represent the agency before legislative audiences and a variety of stakeholders.

Required qualifications

Successful BHC analysts will have the following characteristics:

- a Bachelor's or advanced degree (preferred) in public policy or administration, health policy, law, or a related research-based discipline;
- 5+ years of professional experience, including 2+ years conducting applied research in a public policy-related, program evaluation, legal, or clinical field;
- ability to conduct research in a non-partisan, neutral, and objective manner;
- excellent critical thinking, analytical, and problem-solving skills;
- ability to synthesize and present complex information in a clear and concise way;
- strong writing and oral communication skills;
- ability to balance multiple workflows and manage tight deadlines;
- intellectual curiosity and eagerness to learn;
- high level of attention to detail;
- ability to thrive in a team environment; and
- solid knowledge of Word, Excel, and PowerPoint.

Knowledge of the behavioral health systems and services, particularly in Virginia, is preferred. Familiarity with Virginia's state government and legislative process is a plus.

Benefits

In addition to a rewarding work experience and a healthy work/life balance, the BHC offers a competitive salary ranging from \$75,000 to \$115,000 for this position, based on experience; a flexible work environment and the opportunity to work remotely two days a week; and an excellent benefit package that includes generous and affordable health and life insurance, 24+ days of annual / personal / sick leave plus 12 paid holidays, and a retirement plan with options for tax-deferred retirement savings and employer matching.

The BHC is committed to pursuing increased workforce diversity and ensuring an inclusive work environment.

To be considered for this position, qualified applicants should email bhcjobs@bhc.virginia.gov with (1) a cover letter; (2) a résumé; (3) at least two writing samples authored primarily by the applicant; and (4) the name, title, and contact information of three references.

Applications will be reviewed until January 31, 2024.