

Position Title: Research Analyst
Department: Economic Research
Reports to: Director of Economic Research



Job Summary

The Delaware Prosperity Partnership (DPP) is seeking a Research Analyst to serve as a resource for DPP's customers, partners, and internal staff. The Research Analyst will assist in finding and using data to tell the story of Delaware, its economic sectors, and business and workforce trends. Successful candidates for this entry-level role will have a background in economics, business, planning, public administration, marketing, or a related field. The Research Analyst will be a key member of DPP's economic research team, working closely with the Director of Economic Research.

Created in 2017, the Delaware Prosperity Partnership leads the state of Delaware's economic development efforts to attract, grow and retain businesses; to build a stronger entrepreneurial and innovation ecosystem; and to support private employers in identifying, recruiting and developing talent in the state of Delaware.

Responsibilities

- Provide research support utilizing various tools available at DPP including Chmura JobsEQ, business list databases, and GIS mapping software, as well as publicly available tools like American FactFinder, FRED, and the Bureau of Labor Statistics.
- Respond to customer and partner requests for research and tailor the response to the individual customer's or partner's needs.
- Conduct deeper, comprehensive research about Delaware's key industries to identify and analyze strengths, gaps, and opportunities.
- Assist in gathering information to update economic data dashboards and related content on DPP's website.
- Assist with meetings, events, proposal development, administrative needs or other duties assigned.

Qualifications and Core Competencies

- Bachelor's degree required in economics, business, planning, public administration, marketing, or related area of study.
- Ability to conduct high-quality quantitative and qualitative analysis, and to communicate findings effectively in writing and orally.
- Interest in learning or building on existing experience with economic and demographic research principles, as well as sources of statistical data at the state and national level.
- Ability to thrive in a fast-paced, startup environment with multiple priorities and challenges.
- Advanced knowledge of the MS Office Suite, particularly Excel.
- Familiarity with Delaware and the broader region is desirable.

To Apply

Applicants should submit a cover letter and resume by email to jtaylor@deprosperitypartnership.com.