PUBLIC ADMINISTRATION COLLEGE OF URBAN PLANNING AND PUBLIC AFFAIRS



## **PUBLIC POLICY JOB & SALARY INFORMATION**

#### **Positions**

### **Director of Communication and Public Relations**

A director of communications is responsible for managing and directing an organization's internal and external communications. Directors of communications supervise public relations staff, create communication strategies, and may serve as the key spokesperson and media contact for the organization.

**Average:** \$ \$89,529

**Salary range**: \$57k - \$134K

#### **Public Affairs Coordinator**

Some public relations/affairs coordinators may specialize in investor, government, or community relations. A bachelor's degree is a common requirement for a career as a public relations coordinator, typically with a concentration in English, communications, journalism, business, or public relations.

**Average:** \$63,728

**Salary range:** \$45k - \$100k

#### **Deputy States Attorney**

An assistant state's attorney (ASA) is hired or appointed to the position by the elected state's attorney and derives the power to act on behalf of the state in criminal prosecutions through the state's attorney. ASAs decide what criminal charges to bring, and when and where a person will answer to those charges.

**Average:** \$42,058

**Salary range:** \$28k - \$96k

# **Project Associate**

Project Associates provide skills and experience within an area of substantive or academic training (e.g., computer science, statistics, logistics, sociology, health administration, child policy, and area studies) required for the research project.

**Average:** \$50,526

**Salary range:** \$37k - \$70k

## **Program and Policy Specialist**

A policy specialist should know the policy development process forward and backward. What are the constitutional, statutory and regulatory requirements which must be met (and they can vary widely). A policy specialist should be able to map a policy development process for a decision maker that takes them from wild eyed idea to measurable, implementable program.

Average: \$51,847

**Salary range:** \$47k - \$58k

### Research Analyst I

The primary function of a social policy analyst is to study social problems and develop policies to solve them. These professionals are involved in one or more of four general stages of policy analysis. First, social policy analysts gather data, using either existing information or generating new data through research.

**Average:** \$57,328

**Salary range:** \$39k - \$85k

### **Legislative Assistant**

A legislative assistant (LA) drafts and edits legislation, including bills, rules or other items. Other job duties include generating ideas for legislation and writing speeches to introduce new legislation to a committee or legislature, such as the U.S. Congress or a state legislature.

**Average:** \$47,696

**Salary range:** \$34k- \$69k

## **Policy Analyst**

The primary function of a social policy analyst is to study social problems and develop policies to solve them. These professionals are involved in one or more of four general stages of policy analysis. First, social policy analysts gather data, using either existing information or generating new data through research.

**Average:** \$65,000

Salary range: \$44k-\$89k

## **Research Associate**

Monitors progress of research projects and coordinates information between departmental sections. Performs a wide and complex variety of assays, test, and studies. Performs highly specialized and advanced experiments. Collects, prepares, analyzes, and evaluates specimens and/or tissue cultures.

Average: \$54,813

Salary range: \$39k-\$79k

## **Government and Public Affairs Manager**

Public affairs managers work to advance the interests of their employers with decision-making bodies such as the UK government and Parliament, the EU, industry regulators, local government and non-departmental public bodies.

**Average:** \$79,864

**Salary range:** \$53k-\$115k

#### **Public Affairs Specialist**

Public affairs work combines government relations, media communications, issue management, corporate and social responsibility, information dissemination and strategic communications advice. Practitioners aim to influence public policy, build, and maintain a strong reputation and find common ground with stakeholders. Work with various teams to integrate impact reporting with other reporting efforts. Conduct research of local demographics, community needs and other relevant data to support

social and environmental impact. Collect, process, and analyze a variety of quantitative and qualitative data from internal Bank databases.

**Average:** \$63,728

Salary range: \$45k-\$100k

# **Community Impact and Data Analyst**

Work with various teams to integrate impact reporting with other reporting efforts. Conduct research of local demographics, community needs and other relevant data to support social and environmental impact. Collect, process and analyze a variety of quantitative and qualitative data from internal bank databases.

**Average:** \$55,366

**Salary range:** \$45k-\$70k

#### **Director of Public Works**

A public works director supervises the activities of various departments within the public works sector. These departments might include streets and sanitation, parks and grounds, engineering, utilities and equipment maintenance.

**Average:** \$94,000

**Salary range:** \$21k- \$124k

### **Public Affairs Specialist**

Plan, direct, or coordinate activities designed to create or maintain a favorable public image or raise issue awareness for their organization or client; or if engaged in fundraising, plan, direct, or coordinate activities to solicit and maintain funds for special projects or nonprofit organizations.

**Average:** \$63,728

**Salary range:** \$45k - \$100k

## **Government Affairs Assistant**

The Government Relations Administrative Assistant performs secretarial and administrative support for the Director of Government Relations and the Manager of Government Relations. These responsibilities include coordinating the completion of state and federal lobbying disclosure documents.

**Average:** \$68,474

**Salary range:** \$45k - \$81k

Policy Associate Average: \$50,239

Salary range: \$41k-\$71k

## **Policy Advisor**

A Policy Advisor conducts major policy and legislative reviews (as a project leader,

on his or her own, or as a member of a team), makes recommendations on policy issues, implements policy decisions and responds to inquiries on policy, within the financial institutions, securities, real estate, corporate, and similar fields.

**Average:** \$80,239

**Salary range:** \$54k-\$143k

#### **Public Policy Specialist**

**Average:** \$51,847

**Salary range:** \$47k- \$58k

## **Policy Officer**

Policy workers operate in advisory roles and are concerned with the guiding rules and principles of government. ... Responsibilities of a policy advisor, officer or consultant vary according to their department or agency but can include: Working with the team to identify and develop key policy areas.

Average: \$59,632

**Salary range:** \$39k-\$120k

### **Budget Analyst**

The main role of the budget analyst is to advise organizations on the current status of their finances. The budget analyst prepares annual financial reports and other financial documents. This role also entails evaluating budget proposals by performing a cost and benefit analysis.

**Average:** \$78,970

Salary range: \$55k-\$110k

#### **Chief Lobbyist**

As an organization's representative, the chief lobbyist confers with elected officials and attempts to forward the interests of the organization. The chief lobbyist works in the realm of public relations and formulates strategies to influence legislation to serve the organization's best interest.

**Average:** \$95,324

**Salary range:** \$72,000-\$206,000

### **Fundraising Manager**

The fundraising manager oversees campaigns and events that are intended to recruit donors to specific projects and advocacies. Professionals in this job role also conduct research to identify possible individuals and organizations that could contribute resources to the organization.

**Average:** \$109,913

**Salary range:** \$88k - \$125k

### **Community Relations Coordinator**

The community relations coordinator is in charge of building relationships with all the organization's stakeholders. From organizing outreach programs, fairs, and educational events, to site tours and expositions, the community relations coordinator promotes the values and vision of the organization.

**Average**: \$47,850

Salary range: \$37k-\$51k

#### **Executive Assistant**

The executive assistant performs administrative support functions. Typically assigned to provide highlevel support to a top executive, the executive assistant conducts research, prepares statistical reports, and handles information requests.

**Average:** \$60,631

**Salary range:** \$57k- \$75k

#### **Social Science Research Assistant**

The social science research assistant helps the social scientist in conducting surveys and other research. Assisting in laboratory analysis, quality control, and data management are also among the responsibilities of the social science research assistant.

**Average:** \$52,089

**Salary range:** \$48k – \$64k

### **Non-Profit Program Manager**

Every non-profit organization has a clear set of goals, and the non-profit program manager ensures that projects and other initiatives are in line with these goals. The non-profit program manager oversees budgeting, staffing, and other requirements to deliver quality outcomes to all stakeholders.

**Average**: \$96,931

**Salary range**: \$87k - \$109k

## **Regulatory Affairs Manager**

The regulatory affairs manager is responsible for examining, evaluating, and investigating the eligibility and conformity of products requiring government approval. Aside from filing the necessary compliance applications, the regulatory affairs manager also coordinates inspections of facilities and develops procedures to ensure compliance.

**Average:** \$148,035

**Salary range:** \$128k - \$170k

# **Community Relations Coordinator**

Promotes the values and vision of the organization by conducting outreach programs.

**Average:** \$37,590

Salary range: \$25k-\$51k

**Sociologist** 

The sociologist designs research projects to evaluate theories on social issues. Through surveys, observations, and interviews, the sociologist collects data for analysis. And similarly, holders of a sociology degree can use their understanding of society to become effective public policy administrators.

**Average:** \$49,707

**Salary range:** \$43k- \$55k

## **Non-profit Executive Director**

Responsible for overseeing the administration, programs, and strategic plan of the organization.

**Average:** \$85,000

**Salary range:** \$52k - \$166k

#### **Director of Government Affairs**

Since changing policies significantly affect organizations, the director of government affairs examines how new and changing government regulations will affect the organization's operations. The director of government affairs ensures that plans are in place to facilitate smooth transitions as the organization complies with new policies.

Average salary: \$88,666 Salary range: \$55k - \$165k

#### **Grant Writer**

A grant writer crafts proposal that seek funds from donors. A grant writer is responsible for researching grants as well as developing and submitting grant applications to the funders that provide essential support for their non-profits. Grants secure crucial funding to support their organization and its mission.

**Average**: \$78,755

**Salary range:** \$70k - \$88k

# **Policy Analyst**

The policy analyst reviews, evaluates, and monitors policies and legislation to determine their benefits, flaws, and possible impacts on stakeholders. Working with different stakeholders, the policy analyst ensures that their concerns and viewpoints on particular policies are taken into account.

**Average:** \$70,081

**Salary range:** \$48k - \$117k

### **Management Analyst**

recommend ways to improve an organization's efficiency. They advise managers on how to make organizations more profitable through reduced costs and increased revenues.

**Average:** \$82,851

**Salary range:** \$74,425 - \$93,331

## Legislative liaison

The responsibilities of the Legislative Liaison(s) may include, but are not necessarily limited to: Attend local senate meetings and report regularly or as requested about legislation and legislative issues. Facilitate or act as a resource for local discussions of legislation and contemplated legislation.

**Average:** \$65,615

**Salary range:** \$46k- \$107k

#### **Market Researcher**

A market researcher uses marketing trends, surveys, polls and other methods to produce forecasts and monitor trends. They help company stakeholders understand more about the economy and fairly price different products and services, while making sure to meet the demands of customers and clients. Market research can offer great insight into policy motivations and decisions.

**Average:** \$78,367

**Salary range**: \$51k - \$69k

### **Program manager**

A program manager oversees the projects within an organization. They make sure that the actions of the business support the strategies that company stakeholders have developed and manage the budget of different programs. Program managers also coordinate various projects and make sure that project managers are effectively managing the project they're responsible for.

**Average:** \$78,113

**Salary range:** \$44k- \$136k

### **City Administrator**

The city manager includes oversight of departments that take care of services and utilities. Departments may include parks, finance, community development, police, water and sewer, fire, library and building and inspections.

**Average**: \$79,858

**Salary range:** \$57k- \$110k

# **Regional Planners**

Urban and regional planners develop land use plans and programs that help create communities, accommodate population growth, and revitalize physical facilities in towns, cities, counties, and metropolitan areas.

**Average:** \$82,638

**Salary range:** \$63k – \$165k