

Class Concept

This position provides professional and consultative work in developing population data used in distributing state revenues and in long-term planning. The work involves the development and maintenance of demographic models and production of annual estimates of North Carolina state, county, and municipality population; and annual projections of North Carolina state and county population by age, race/ethnicity and gender. This position interacts with the US Census Bureau; serves as the state's representative on the Federal-State Cooperative for Population Estimates and Federal-State Cooperative for Population Projections; and collects and reviews data requested by the Census Bureau. This position provides demographic information and analysis to a wide range of interested parties and provides timely and accurate service to users of state demographic data. The use of this job classification is restricted to the Office of State Budget and Management. This position works independently with minimal supervision from a State Budget Manager.

Recruitment Standards Knowledge, Skills, and Abilities

- Knowledge of processes and concepts involved in models used for population estimation and projections.
- Knowledge of the availability and limitations of demographic and socioeconomic related data sources, especially those used to make population estimates and projections.
- Knowledge of programming and creating and maintaining statistical models in SAS or similar statistical package.
- Ability to develop, organize, and effectively communicate and present the results, and implications, of population data to non-technical persons.
- Ability to establish and maintain effective working relationships with a variety of individuals, including legislators and other public officials, local government officials, and the public.
- Ability to study and learn independently.
- May have knowledge of GIS software.
- May have familiarity with the US Census Bureau population estimation and projection techniques, and the processes of the Bureau's Population Division and the national Federal-State Cooperative for Population Estimates program.

Minimum Education and Experience

Bachelor's degree in demography, statistics, geography, planning, sociology, economics, mathematics, or related field from an accredited institution and five (5) years of experience in demographics, biostatistics, or planning, including experience with or coursework in demographic, statistical, or economic analysis; or an equivalent combination of education and experience.

Note: This is a generalized representation of positions in this class and is not intended to identify essential functions per ADA.