

## **Medicare Payment Advisory Commission (MedPAC)**

### **Research Assistant – 2022**

The Medicare Payment Advisory Commission (MedPAC) seeks a research assistant who is committed to producing high-quality work in an intellectually challenging environment. MedPAC is an independent, nonpartisan legislative branch agency that advises the U.S. Congress on the Medicare program. The Commission consists of 17 commissioners who are national health policy leaders, and approximately 35 full-time staff. MedPAC staff evaluate Medicare policies and payment systems, develop policy options for consideration by the Commission, and present their work in regular public meetings. MedPAC publishes its recommendations and supporting analyses in two annual reports and other periodic reports as mandated by Congress. In addition, staff prepare analyses of proposed regulations, write issue briefs, and contribute to the preparation of Congressional testimony, and provide technical support as needed to Congressional staff through memos and briefings.

Research assistants must be able to work as part of a team and independently take on assigned tasks to fulfill the Commission's mandate. Depending on need, they perform a variety of tasks including compiling data, data programming (using SAS software), data visualization, literature reviews, coordinating and summarizing interviews with stakeholders. Because research assistants are asked to write policy briefs and present findings in public, we particularly value candidates with strong written and oral communication skills. Specific qualifications include:

#### **Research skills:**

- Experience with quantitative and qualitative research
- Familiarity and comfort with statistics, data analysis, and spreadsheet analysis
- Resourcefulness to investigate complex issues and synthesize information in a timely and complete manner
- Ability to prioritize and handle multiple tasks
- Willingness and determination to learn new skills
- Knowledge of health policy or public policy

#### **Writing and communications skills:**

- Ability to coherently and concisely communicate research findings in writing
- Ability to present research findings orally

#### **Education and experience:**

A bachelor's degree by June 2022 in a discipline such as economics, political science, public policy, health services research, public health, health administration or pre-medicine. The position is only for those who are currently completing a bachelor's degree; it is not for those who have or are completing a master's degree.

The ideal candidate will be available to start work in the summer of 2022 and commit to the position for two years. Following their two-year commitment, MedPAC research assistants have gone on to attend graduate school in a number of different fields (law, public policy, economics, medicine, nursing, and the humanities) or have taken positions in large health care systems, policy organizations, or other government agencies.

To apply, send a resume, cover letter, and two writing samples by e-mail to [RAjobposting@medpac.gov](mailto:RAjobposting@medpac.gov). Duty station is Washington, DC; part-time telework is available. U.S. citizenship required.

MedPAC is an equal opportunity employer.