



Division of the Budget

Budget Fellow Public Protection Unit Public Safety Team Reference #19-57

This position has primary responsibility for all aspects of budgeting for the Division of Homeland Security and Emergency Services.

Responsibilities of the Budget Fellow on the Public Safety Team would include, but are not limited to:

- Participating in the development and implementation of gubernatorial initiatives including: disaster recovery, counter-terrorism and emergency preparedness programs;
- Monitoring Federal Emergency Management Agency (FEMA) grants for homeland security and natural or man-made disasters, and the coordination of State and Federal resources;
- Tracking revenues, disbursements and staffing against financial plan estimates;
- Participating in the development and implementation of grants for local communication projects designed to provide interoperability for first responders;
- Planning for capital projects and financing;
- Reviewing and coordinating the purchase of statewide disaster responses assets.

Qualification/Skills:

The successful candidate will possess strong analytical skills and the ability to work well independently. Proficiency with technical budgeting issues is a plus. Candidates should also demonstrate the ability to:

- develop and defend pragmatic budget recommendations;
- independently evaluate complex proposals and identify the core fiscal and programmatic issues;
- write clearly and prepare effective presentations suitable for senior management;
- identify and solve problems;
- think creatively and strategically; and
- work closely and cooperatively with colleagues in other units and in State agencies.

How to Apply:

To be considered for this or future positions with the Budget Division, please complete the [Online Employment Application](#) and select "Public Safety" in the Professional Interests section. Applications are held in the Division's resume database for six months, after which candidates may reapply to be considered for future opportunities.

If you have a disability and require assistance in applying for employment with the New York State Division of the Budget, or if you have any questions about working for the Division, please contact personnel@budget.ny.gov.

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