



# Division of the Budget

## **Budget Fellow Education and Arts Unit Special Education Team Reference #21-25**

The Education & Arts Unit is recruiting for a position in the section responsible for analyzing, developing and administering budgets related to P-12 education programs outside of School Aid and administered by the State Education Department. Specific program areas include, but are not limited to, special education for preschool and school-age students with disabilities; tuition rate-setting for special education providers; non-public schools; child nutrition; Native American education; and federal education programs.

### **Responsibilities of the Budget Fellow on the Special Education Team would include, but are not limited to:**

- Analyzing and developing policy and fiscal recommendations for the Executive Budget;
- Overseeing the implementation of Enacted Budget initiatives and programs;
- Analyzing program performance and achievement of program priorities;
- Reviewing preschool and school-age special education programs and provider funding;
- Scrutinizing trends and issues associated with the special education rate-setting system and recommending improvements;
- Examining federal education-related policies and proposals;
- Evaluating, analyzing and preparing formal recommendations on proposed legislation and tuition rate certificates; and
- Monitoring program spending activities, ensuring that the State's Financial Plan objectives are achieved, and updating the State's Financial Plan.

This position will provide broad-based budgeting experience and the opportunity to participate in many complex policy issues which will involve frequent interaction and collaboration with other Division and State agency staff.

### **Qualification/Skills:**

The successful candidate must have strong analytical, written and verbal skills, demonstrate an attention to detail, and enjoy working with peers within a supportive and creative team environment.

### **How to Apply:**

To be considered for this or future positions with the Budget Division, please complete the [Online Employment Application](#) and select "Special Education" 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 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](mailto:personnel@budget.ny.gov).

**AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER**