



## **OMH/OASAS Budget and Policy Analyst**

### **Mental Hygiene Unit**

**Salary: \$53,404 - \$63,266**

**Reference #23-29**

The successful candidate will serve on a team responsible for development, negotiation, and execution of the Office of Mental Health (OMH) or Office of Addiction Services and Supports (OASAS) budget. OMH and OASAS support services to more than one million individuals, including approximately 900,000 people with mental illness and 731,000 individuals in substance use disorder or problem gambling programs.

### **Responsibilities of the OMH/OASAS Budget and Policy Analyst would include, but are not limited to:**

- Analyzing spending patterns to identify trends and make recommendations to ensure compliance with current year cash projections.
- Tracking and assessing monthly service utilization.
- Evaluating Medicaid rate changes and amendments to the State Plan.
- Evaluating and developing recommendations for various transactions related to grants to not-for-profit organizations.
- Evaluating and developing recommendations for various State Operations transactions, including agency spending and personnel requests.
- Evaluating and developing new State workforce initiatives.
- Developing new reporting methods for monthly analysis of Agency spending, and
- Evaluating and developing recommendations for capital development projects at State facilities and voluntary-operated community-based programs.

### **Qualification/Skills:**

Applicants must have strong quantitative, analytical, and writing skills; perform well independently and as part of a team; communicate clearly and concisely; and have significant experience in Microsoft Excel and Word.

### **How to Apply:**

To be considered for this or future positions with DOB, please complete the [Online Employment Application](#) and select "Budget Fellow" as the Title Applying For and select "Mental Health" in the Professional Interests section. Applications are held in the DOB'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 please contact [personnel@budget.ny.gov](mailto:personnel@budget.ny.gov).

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