Role Description
Economist

Cluster	The Treasury
Agency	NSW Treasury
Division/Branch/Unit	Economic and Revenue Analysis Division
Location	Sydney CBD
Classification/Grade/Band	Grade 7/8
Kind of Employment	Ongoing/Permanent
ANZSCO Code	224311
PCAT Code	TBC
Date of Approval	February 2020
Agency Website	https://www.treasury.nsw.gov.au

Why NSW Treasury

NSW Treasury leads the economic, jobs and investment conversation across New South Wales (NSW). From its position at the centre of government, Treasury drives the economic development strategy to guide the State's growth for the benefit of the people who live, work and study in NSW. Its work includes boosting trade, investment and tourism, developing industry, supporting jobs growth, improving service delivery to the community and increasing living standards, now and into the future.

Information about the structure and functions of the NSW Treasury can be sourced on our website: https://www.treasury.nsw.gov.au (Refer to "About Treasury" and "Our Treasury Team").

The Team

The Economic Strategy and Productivity (ESP) Group within NSW Treasury has responsibility in shaping the economic strategy and narrative in NSW and influencing the future direction state federal relations and tax policy in NSW. The Group delivers economic and revenue forecasting; provides advice on economic policy and reform such as taxation and productivity policy; and engages with Commonwealth, State and Territories on key national reforms and issues. The NSW Small Business Commissioner and NSW Productivity Commissioner are also anchored in the ESP Group.

The ESP Group comprises five areas:

The **Economic Strategy Division** is responsible for advising and promoting sound economic policy within the NSW and Commonwealth governments, to enhance the economic performance and welfare of NSW.

The **Economic and Revenue Analysis Division** is responsible for monitoring and forecasting the NSW economy and revenues, providing policy advice on the State's revenue measures and strategies, and engaging with other jurisdictions on federal financial relations.

The **Office of the Chief Economist** is responsible for bolstering the capacity of NSW Treasury to lead economic reform and debate by advising the NSW government on state, national and global economic issues, analysis and trends.

The **Productivity Commissioner** is responsible for driving productivity improvements that will enhance the lives of all residents, businesses and communities in NSW including driving microeconomic reform and targeting regulatory roadblocks.

The **NSW Small Business Commissioner** is responsible for supporting the sustainability of small businesses in NSW by providing support and information, strategic and procedural advice, confidential mediation and dispute resolution services and speaking up for small business within government.

Roles are available across the Economic and Revenue Analysis Division, which includes the Macroeconomic Analysis, Research & Strategy, Revenue Forecasting, State Revenue Policy, and Federal Financial Relations teams.

Primary purpose of the role

A Senior Economist/Policy Analyst in the Economic and Revenue Analysis Division contributes to the delivery of high quality advice and analysis on economic developments and forecasts, the State's tax revenues, including the impact of changes to tax policy, and federal financial relations including horizontal fiscal equalization, to support government decision making, policy development and implementation. Roles may include analysing economic and fiscal trends, developing forecast models for current and proposed tax policies, and quantitative and qualitative analysis in support of the conduct, planning, advising and reporting of NSW finances. Roles may focus on quantitative matters associated with economic and revenue monitoring and forecasting, or on policy development and federal financial relations.

Key accountabilities

- To provide timely and professional advice to the Treasurer, Treasury Executive, and other Government agencies on revenue and economic policies, collections, forecasts, trends, risks, and reforms, including in the context of federal financial relations to advance NSW priorities.
- Undertake the development and implementation of research tools such as forecasting techniques and models to support the above advice.
- Undertake complex macroeconomic research and analysis to support sound economic and fiscal management.
- Assist in the development of robust and consistent revenue and economic forecasts to underpin Treasury's economic and fiscal advice.
- Identify and advise on the management of risks to the state's economic and fiscal forecasts.
- Provide expert policy analysis and advice that complies with best practice guidelines, integrates relevant input from sources internal and external to the Department, and considers the broader policy and operating environment.
- Liaise and collaborate with other government agencies to ensure that economic and revenue estimates and policy advice are informed by the best available information.
- Ensuring timetable and critical deadlines are met and there is coordination with other functional areas in Treasury.
- Preparation of Ministerial correspondence and advice on policy proposals with potential impacts on NSW revenues and the economy.

Key challenges

- Adapting to working on a wide range of issues in a complex, dynamic environment with incomplete and imperfect information
- Managing a dynamic environment with conflicting stakeholder interests
- Delivering high quality work under tight timeframes
- Communicating complex policy or forecasting issues in a way that is simple to understand and tailored for the audience

Key relationships

Who	Why
Internal	
Director	• Consult, escalate issues, keep informed, advise and receive instructions
Treasury Colleagues	• Work collaboratively, exchange information and receive guidance • Develop and maintain effective relationships • Collaborate on cross-agency projects • Influence policy across agency
External	
Agencies, Interagency working groups	• Represent Treasury on interdepartmental and other committees as required • Develop and maintain effective relationships to enable liaison, consultation, engagement, and exchange of information in aid of economic and fiscal policy

Role dimensions

Decision making

The work of the analyst is guided by internal and external policies, procedures, legislation and guidance provided by the branch Director in determining day-to-day work priorities in conjunction with approved work plans. The analyst determines the content of advice and information provided in response to enquiries to the Branch.

Reporting line

This role reports to the branch Director

Essential requirements

- Relevant tertiary qualifications and/or experience in a relevant field.
- Experience in providing policy advice and/or economic analysis in a data driven environment with strong customer focus.
- Ability to analyse data, build models and/or apply critical perspectives across diverse policy issues to support economic and revenue forecasts and/or policy advice.
- High degree of personal organisation and ability to deal with competing projects and priorities.
- Ability to function independently and perform work to expected standards with minimal supervision.
- Demonstrated ability and desire to work collaboratively as part of a team and excellent interpersonal skills.
- Effective communication skills that allow you to clearly convey technical and complex information and analysis in different ways (verbal, written and visual) appropriate to the audience and its purpose.

Capabilities for the role

The NSW Public Sector Capability Framework applies to all NSW public sector employees. The Capability Framework is available at www.psc.nsw.gov.au/capabilityframework

Capability summary

Below is the full list of capabilities and the level required for this role. The capabilities in bold are the focus capabilities for this role. Refer to the next section for further information about the focus capabilities.

NSW Public Sector Capability Framework		
Capability Group	**Capability Name**	**Level**
Personal Attributes	**Display Resilience and Courage**	**Intermediate**
	Act with Integrity	Intermediate
	Manage Self	**Adept**
	Value Diversity	Intermediate
Relationships	**Communicate Effectively**	**Adept**
	Commit to Customer Service	**Adept**
	Work Collaboratively	**Adept**
	Influence and Negotiate	Intermediate
Results	**Deliver Results**	**Intermediate**
	Plan and Prioritise	Intermediate
	Think and Solve Problems	**Intermediate**
	Demonstrate Accountability	Intermediate
Business Enablers	Finance	Foundational
	Technology	Intermediate
	Procurement and Contract Management	Foundational
	Project Management	**Intermediate**

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Focus capabilities

The focus capabilities for the role are the capabilities in which occupants must demonstrate immediate competence. The behavioural indicators provide examples of the types of behaviours that would be expected at that level and should be reviewed in conjunction with the role's key accountabilities.

NSW Public Sector Capability Framework		
Group and Capability	**Level**	**Behavioural Indicators**
Personal Attributes Display resilience and courage	Intermediate	• Be flexible and adaptable and respond quickly when situations change • Offer own opinion and raise challenging issues • Listen when ideas are challenged and respond in a reasonable way • Work through challenges • Stay calm and focused in the face of challenging situations
Personal Attributes Manage Self	Adept	• Look for and take advantage of opportunities to learn new skills and develop strengths • Show commitment to achieving challenging goals • Examine and reflect on own performance • Seek and respond positively to constructive feedback and guidance • Demonstrate a high level of personal motivation
Relationships Communicate effectively	Adept	• Tailor communication to the audience • Clearly explain complex concepts and arguments to individuals and groups • Monitor own and others' non-verbal cues and adapt where necessary • Create opportunities for others to be heard • Actively listen to others and clarify own understanding • Write fluently in a range of styles and formats
Relationships Commit to customer service	Adept	• Take responsibility for delivering high quality customer-focused services • Understand customer perspectives and ensure responsiveness to their needs • Identify customer service needs and implement solutions • Find opportunities to co-operate with internal and external parties to improve outcomes for customers • Maintain relationships with key customers in area of expertise • Connect and collaborate with relevant stakeholders within the community
Relationships Work collaboratively	Adept	• Encourage a culture of recognising the value of collaboration • Build co-operation and overcome barriers to information sharing and communication across teams/units • Share lessons learned across teams/units • Identify opportunities to work collaboratively with other teams/ units to solve issues and develop better processes and approaches to work.

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NSW Public Sector Capability Framework		
Group and Capability	**Level**	**Behavioural Indicators**
Results Deliver results	Intermediate	• Complete work tasks to agreed budgets, timeframes and standards • Take the initiative to progress and deliver own and team/unit work • Contribute to allocation of responsibilities and resources to ensure achievement of team/unit goals • Seek and apply specialist advice when required
Results Think and Solve Problems	Intermediate	• Research and analyse information and make recommendations based on relevant evidence • Identify issues that may hinder completion of tasks and find appropriate solutions • Be willing to seek out input from others and share own ideas to achieve best outcomes • Identify ways to improve systems or processes which are used by the team/unit
Business Enablers Project Management	Intermediate	• Perform basic research and analysis which others will use to inform project directions • Understand project goals, steps to be undertaken and expected outcomes • Prepare accurate documentation to support cost or resource estimates • Participate and contribute to reviews of progress, outcomes and future improvements • Identify and escalate any possible variance from project plans

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