



658 Cedar Street
St. Paul, MN 55155
Phone: 651-296-0099
www.lcc.mn.gov

**Minnesota Legislature
Legislative Coordinating Commission
Analyst I – Limited Term**

An excellent opportunity is available in the Minnesota legislature to serve as a Limited Term Analyst I with the [Legislative Coordinating Commission \(LCC\)](http://www.lcc.mn.gov), a nonpartisan office at the Minnesota Legislature. The Analyst performs research, legal analysis, and bill drafting to assist joint commissions in their work of providing oversight, developing legislation, and formulating policy. The position reports to the Executive Director.

This limited term position is anticipated to have employment dates beginning in July 2025 through May 2026.

The position description for this limited term, unclassified, non-partisan, full-time position is available at <https://www.lcc.mn.gov/jobs/> or call 651.296.0099 to request a copy. The salary range for this position is \$83,785 to \$151,106. It is anticipated that the successful candidate's salary will be between \$83,785 and \$95,000, with an excellent benefits package. Starting salary and level will be commensurate with experience.

The position will remain open until filled. To ensure consideration, please submit a cover letter and resume by July 16, 2025, via email to lcc@lcc.mn.gov or mail to Legislative Coordinating Commission, 658 Cedar Street, Centennial Office Building, St. Paul, MN 55155. If you have specific questions, please contact Michelle Yurich, Executive Director, at (651)296-2963 or michelle.yurich@lcc.mn.gov.

The Legislative Coordinating Commission and the Joint Legislative Offices & Commissions are unable to provide sponsorship for work visas. Applicants must be eligible to work in the United States at the start of employment.

Minimum Qualifications

- A bachelor's degree and two years of experience conducting research. Advance degree may substitute years of experience requirement.
- Excellent written and oral communication skills.
- Experience and demonstrated skill researching, analyzing, and reporting data.
- Experience writing, editing, and producing reports.
- Proficiency with Microsoft Office products.
- Ability to work independently and take initiative.
- Ability to work with public officials and the public and respond appropriately and in a timely manner to

requests for information.

- Non-partisan background.

Desired Qualifications

- Familiar with the legislative process.
- Law or graduate degree.

Why work for the LCC?

The LCC is a nonpartisan joint office serving legislative members and staff with diverse perspectives and backgrounds. LCC staff provide a wide variety of services to the Senate, House of Representatives, and joint legislative offices and commissions.

Comprehensive Benefit Package

The State of Minnesota offers exceptional benefits including low cost medical and dental insurance, employer paid life insurance, other optional insurance, optional pre-tax spending accounts, sick leave and paid holidays each year.

The LCC recognizes there are key elements that make life and work meaningful: health and wellness, financial well-being, professional development, and work/life balance. These benefits, in addition to your salary, make up your total compensation.

Health and Wellness

The state encourages wellness and promotes preventive care, offering many benefits and resources to help employees and their families lead healthy, balanced lives. This includes:

- Low-cost medical, dental, and vision insurance packages, including prescription drug coverage, to fit your needs to ensure you are happy and healthy.
- Free, confidential help through the Employee Assistance Program (EAP).
- Wellness programs and resources to help you reach your wellness goals.

Financial Well-Being

The state offers savings and investment plans, insurance options, and more to help employees meet their financial goals. This includes:

- Basic life insurance at no cost to you. Additionally, you have the option of choosing supplemental life insurance (including spouse and child life options), short- and long-term disability, and accident insurance.
- Pre-tax benefits, including dependent day care, medical/dental spending accounts (MDEA), and parking and public transit options.

Professional Development

Professional development that empowers employees to do the work they love and reach their career goals is encouraged. This includes:

- Training and development courses
- Leadership institutes and programs
- Coaching and mentoring
- Career planning

Work/Life Balance

Work/life balance is supported through:

- The potential for flexible work schedules during the interim when the legislature is not in session
- 13 days of paid sick leave each year based on a 4-hour accrual rate
- 11 paid holidays and 2 floating holidays each year

During peak periods, LCC staff may experience long work hours and deadlines requiring the ability to stay composed under pressure.

Equal Opportunity/ADA Employer

The LCC is an equal opportunity employer and is committed to providing equal employment opportunities to all qualified applicants and employees without regard to race, color, creed, religion, sex (including pregnancy, childbirth, and medical conditions related to pregnancy or childbirth), sexual orientation, gender identity or expression, age, disability, marital status, familial status, national origin, citizenship, genetic information, status regarding public assistance, protected veteran status or activity in a local Human Rights Commission, or any other characteristic protected by law.

We do not discriminate on the basis of disability in our hiring or employment practices and comply with all applicable state and federal disability laws and regulations issued by the U.S. Equal Employment Opportunity Commission under Title I of the ADA and under the Minnesota Human Rights Act (MHRA), chapter 363A. To request a reasonable accommodation in the application or hiring process, please contact Rosie Lackner at rosie.lackner@lcc.mn.gov.