

## Senior Policy Advisor

Would you like to tackle the most complex public policy problems in a generation?

The Ministry of Finance is looking for a highly-engaged individual to lead the formulation of personal and payroll tax policy and help shape the future of Ontario's tax system.

The Personal Tax Policy and Design Branch provides strategic advice to the Minister of Finance and to the Government of Ontario in developing and implementing tax and benefits policy. The branch undertakes robust quantitative analysis using advanced tools and methods, presenting results using effective language and techniques. It also ensures that tax legislation and regulations effectively express the Province's tax and benefit policies.

We are looking for an individual with strong written, oral and analysis skills, and expertise in tax/fiscal policy principles to join the Personal Tax Policy and Design Branch.

### What can I expect to do in this role?

You will:

- develop, model and evaluate income tax and payroll tax policy options and make recommendations
- lead/coordinate effective and timely tax policy analysis projects and provide technical and strategic guidance to team members
- use your understanding of economic analysis techniques and practical application of economic theory to provide analysis and advice to decision-makers
- prepare and present succinct, high-calibre briefing notes and briefing decks on complex tax issues to senior management
- liaise with staff in other branches, divisions, and ministries, and with the federal government, other jurisdictions, and stakeholders in the private sector, on tax policy issues and initiatives

**Location:** Toronto

### How do I qualify?

#### Technical Knowledge and Expertise:

- You have expertise in tax or public fiscal policy principles and issues
- You have expertise in theories, principles and methodologies of economic and statistical research and analysis
- You have experience in preparing revenue, tax or fiscal estimates and forecasts
- You have knowledge of the government decision-making processes

#### Analytical, Research and Computer Skills:

- You are able to gather, extract, evaluate, interpret, and analyse relevant tax, financial and economic data to support the policy development process
- You are able to identify and assess the importance of emerging tax issues and trends to Ontario's personal income and payroll taxes
- You are proficient with various computer applications such as word processing, spreadsheets, graphics, databases and statistical modelling for tax research purposes

#### Project Management, Relationship Management and Negotiation Skills:

- You can design, plan, lead and coordinate tax research and policy analysis projects and provide direction and guidance to project teams
- You have strong relationship management and negotiation skills

#### Communication Skills:

- You can effectively convey results of analysis and propose strategies, options and recommendations based on those results and sound tax policy principles
- You can communicate complex tax changes in simple terms and explain policies in a neutral and effective manner when responding to inquiries from the public
- You are comfortable presenting technical and non-technical material to senior management
- You have experience drafting documents such as briefing notes, policy papers or budget papers

**Salary Range:** \$79,797 - \$115,982 Per Year

**Additional information:**

- 1 Temporary, duration up to 12 months, 7 Queen's Park Cr, Toronto, Toronto Region

**Note:**

- Less qualified applicants may be considered on an underfill basis.
- The information that you provide for the purpose of this competition and the results from this competition may be used to fill other positions. These positions may be of various tenures, including short-term assignments. Your information and the results from this competition will be retained for the purpose of filling vacancies in accordance with the applicable collective agreement or policy provisions.

Please apply online, only, by **Wednesday, May 5, 2021**, by visiting [www.ontario.ca/careers](http://www.ontario.ca/careers) and entering **Job ID 161801** in the Job ID search field. Please follow the instructions to submit your application. Faxes are not being accepted at this time.

If you require accommodation in order to participate in the recruitment process, please contact us at [www.gojobs.gov.on.ca/ContactUs.aspx](http://www.gojobs.gov.on.ca/ContactUs.aspx) to provide your contact information. Recruitment Services staff will contact you within 48 hours. Only those applicants selected for an interview will be contacted.

The Ontario Public Service is an inclusive employer. Accommodation will be provided in accordance with Ontario's *Human Rights Code*.

[www.ontario.ca/careers](http://www.ontario.ca/careers)