



## CONGRESSIONAL BUDGET OFFICE

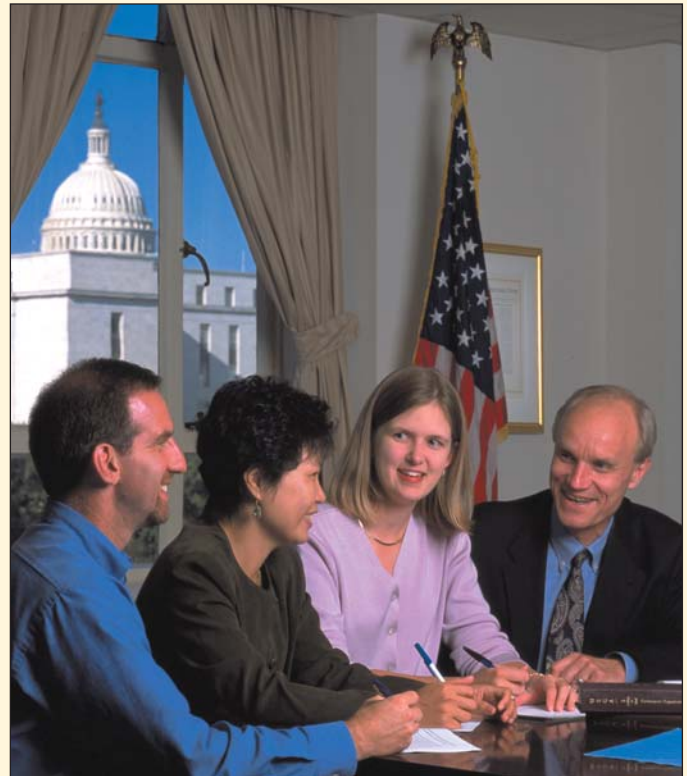
Responsive to the Congress while independent and nonpartisan, the Congressional Budget Office enjoys a reputation for integrity and objectivity.

★ CBO does not seek the limelight, but because of its unique responsibilities, it is rarely far from the center of events. ★ The agency's contributions to government decisionmaking and its proximity to the Capitol offer employees a fascinating and challenging environment for professional and personal growth.

# The Congressional Budget Office...

CBO produces policy analyses, cost estimates of legislation, and budget and economic projections that serve as a basis for the Congress's decisions about spending and taxes. Every piece of legislation affecting the use of the nation's resources undergoes CBO's scrutiny. The agency is a public-sector think tank that employs an elite, multidisciplinary staff of professional analysts—public-policy and budget experts, economists, and other critical thinkers who enjoy challenges—at levels ranging from undergraduate and graduate interns to researchers with doctorates and substantial experience.

Each year, in the bustle of the budget process, CBO serves as a source of objective information. At stake is a federal budget of more than \$2.5 trillion that affects the lives of everyone in the United States and many people around the world. The Congress depends on CBO to help it sort through the maze of programs competing for funds and to serve as a much-needed “reality check” for partisan advocacy.



“My experience at CBO has been both challenging and gratifying. I have had the opportunity to work with outstanding, hardworking, and dedicated professionals in explaining the outlook for the federal budget.”

**Ann Futrell**  
*Budget Analyst*



“... from its inception to the present day, through a half-dozen directors, CBO has maintained an impeccable reputation for fairness, incisiveness, depth, and quality.”

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Roll Call  
Wednesday, July 20, 2005  
Norman Ornstein



“After graduating, I was looking for a job that would give me experience in economic analysis, preferably on a nonpartisan basis. CBO has been the perfect match. I am gaining valuable skills and knowledge that will prepare me for graduate school.”

**Emily Schlect**  
*Assistant Analyst*

“It’s rewarding to take part in providing valuable, insightful information on important policy issues—it’s also deeply satisfying to know that CBO’s first-rate reputation for expertise and integrity ensures that people listen.”

**Bill Randolph**  
*Senior Economist*

“Working at CBO—on issues that are both timely and relevant to lawmakers—offers unique insight into the policymaking process.”

**Molly Dahl**  
*Economist*

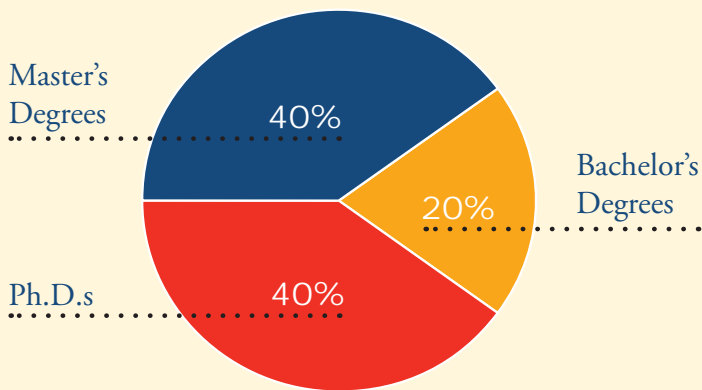


## Important Business...

Amid the clamor of lobbyists and pressure groups competing for access to the nation's resources, CBO professionals produce some of the most important information and analyses for government policymaking—reliable, objective projections of government spending and revenues and balanced, credible analyses of complex issues and long-term trends.

### CBO Professional Staff

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“CBO is an excellent place to apply the most up-to-date economic and statistical techniques to real-world public-policy challenges.”

**Julian Cristia**  
*Economist*



## The Organization...

CBO is an agency of more than 250 employees located in the Ford House Office Building at the foot of Capitol Hill. Well over half of its staff have advanced degrees in economics, public policy, and a variety of other disciplines.

As an agency of the Congress, CBO enjoys greater flexibility than other government employers in hiring staff, assigning responsibilities, and recognizing and rewarding achievement. The relatively flat organizational structure fosters a collegial environment and encourages a team spirit.

The staff are organized into six divisions: Budget Analysis, Health and Human Resources, Macroeconomic Analysis, Microeconomic Studies, National Security, and Tax Analysis. A seventh division—Management, Business, and Information Services—provides personnel, financial, editorial, and computer support. A Long-Term Modeling Group examines a critical budgetary challenge facing the nation—the aging of the baby-boom generation and its effects on programs such as Social Security and Medicare. A Panel of Economic Advisers, composed of eminent economists from the private sector and academia and CBO's previous directors, reviews and comments on CBO's economic forecasts and methods.



## The Work...

CBO's work offers diverse challenges, from quick-turnaround cost estimates critical to important legislation to in-depth studies of social and economic issues. The agency's publications are widely sought by others within the federal government, universities, libraries, think tanks, the press, other governments, and members of the public.

CBO's *Budget and Economic Outlook*, issued each January and updated each summer, serves as the starting point for the Congress's annual budget deliberations. Presenting 10-year projections of federal spending and revenues and a forecast of the economy, the *Outlook* provides lawmakers and others with a neutral baseline for assessing proposals.

Each February, the President submits a budget request to the Congress presenting the Administration's priorities. CBO analyzes the President's proposals and estimates their costs for the Congress. CBO also spells out hundreds of alternatives that the Congress can consider to address spending and revenues in the years ahead.

The Congress calls on CBO to estimate the cost of proposed legislation and to identify and evaluate legislative mandates on state, local, and tribal governments and the private sector. Those estimates can result in the passage or defeat of important programs.



The agency vests significant responsibilities in the hands of its analysts, who, as experts in their budgetary and public-policy specialties, interact directly with Congressional staff and

often participate in national and international academic seminars and conferences on complex economic and budgetary issues.

CBO officials frequently appear on Capitol Hill to testify before Congressional committees seeking input into budget and policy decisions.

CBO regularly hosts delegations from foreign countries and U.S. universities coming to learn about the U.S. budget process and CBO's part in it.

Journalists, researchers, policy experts, Congressional staff, and ordinary citizens depend on the agency every day for its analyses and explanations of complex issues. CBO's publications are available through the agency's Web site ([www.cbo.gov](http://www.cbo.gov)) and in print.



## The Opportunity...

CBO seeks professional staff with excellent academic backgrounds and experience in macroeconomics, public finance, health economics, demography, labor economics, financial economics, environmental and resource economics, industrial organization, defense economics, and public-policy analysis. Most staff have graduate degrees, many have considerable experience in a relevant field, and all assume major responsibilities—beginning early in their careers at CBO.

**Economists/Policy Analysts** write CBO reports and studies, draft Congressional testimony, and conduct research to formulate the agency's economic and budget projections. With access to an array of tools and data for their research, CBO's analysts design and execute the agency's analyses for the Congress. Most have a doctorate or master's degree in economics or a related discipline.

**Budget Analysts** prepare CBO's multiyear projections of spending and estimate the budgetary effects of legislative proposals, including the President's budget and all bills reported by Congressional committees. They work closely with Congressional staff, providing authoritative information in a fast-paced environment. Most budget analysts have at least a master's degree in public policy, public administration, economics, or a related field.

**Research Assistants/Assistant Analysts**, during an appointment of up to three years, conduct quantitative analysis under the direction of senior CBO staff. Many also take on their own projects, enjoying a level of autonomy not generally associated with entry-level jobs. Prior technical experience (such as work using statistical and econometric programs) is required. CBO also provides on-the-job training. Most research assistants/assistant analysts have completed an undergraduate program in economics or a related field and generally go on to graduate programs.

**Interns/Summer Associates** are hired for limited paid appointments—usually for 10 weeks during summer months. Many interns obtain positions at CBO after completing graduate degrees. Although most interns are graduate students in public policy, public administration, or economics, the program is also open to exceptional undergraduate students. The deadline for applying is usually in March.

**Economic Policy Fellows** work at CBO for a limited period—usually one year or less—on policy-related research. Such scholars are typically professors on sabbatical or senior staff on leave from other organizations.

## A Special Place...

Washington offers all the amenities of a great national capital: historic landmarks, some of the most advanced research and medical facilities in the world, a concentration of high-tech industries, prestigious universities, and renowned museums—along with a wide variety of restaurants, professional sports teams, and outdoor recreation. The first-class Metrorail system provides easy transportation throughout the greater metropolitan area to take advantage of the rich diversity the city offers.



*For further information about employment opportunities, contact:*

**Congressional Budget Office**, Office of Human Resources, Room 410, Ford House Office Building, 2nd & D Streets, S.W., Washington, DC 20515 Phone: (202) 226-2628 [www.cbo.gov](http://www.cbo.gov)