

The background is a solid orange color. A magnifying glass is positioned on the left side, with its handle extending towards the bottom. A black pen is positioned on the right side, oriented vertically. The text is overlaid on this background.

JOB SPOTLIGHT

# Policy Analyst

INFORMER

ANALYSE • RESEARCH • IMPROVE

studyworkgrow

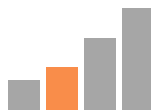
# Policy Analyst

*Influence decisions that improve communities*

Policy analysts are responsible for analysing current organisational or government policies. They use their research and findings to suggest changes, or even develop entirely new policies, that best meet the needs of affected communities and stakeholders.

If you love solving problems, enjoy researching and deep thinking, and want to contribute to change in society, becoming a policy analyst could be for you.

## Growth



Moderate

## Salary



Average

## Field Size



Small

## Hours



Average

## Interest Area



Society

## Cluster



Informer



## About you

Excellent problem-solver  
Great communicator  
Critical & analytical thinker  
Detail-oriented & organised  
Strong maths skills  
Good collaborator  
Great time management  
Continuous learner

## Common tasks

- Analyse current policy issues
- Gather data on policy outcomes
- Consult with stakeholders
- Write detailed reports of findings
- Present findings
- Suggest policy improvements
- Assess potential impacts of change
- Monitor changes in outcomes

## About the role

As a policy analyst, most of your work is done during standard business hours, but you might occasionally need to work overtime. There are often work-from-home and hybrid opportunities available for those seeking greater flexibility.

Policy analysts typically earn an average salary.

You can work in various government departments at local, state, or federal levels, as well as for businesses, think tanks, research institutes, non-profit organisations, and consulting firms.

Policy analysts are typically most common in these industries:

- Public Administration & Safety
- Professional, Scientific & Technical Services
- Health Care & Social Assistance



## Things you can do now

- 1 Focus on English, maths, and civics at school
- 2 Find work experience or volunteer in a relevant industry
- 3 Build skills through short courses and microcredentials
- 4 Research qualifications and requirements
- 5 Talk to a policy analyst to see what a day in their life is like

## Future study ideas

Becoming a policy analyst typically requires a bachelor's degree in a field such as political science, economics, public administration, or law. Some employers may prefer candidates with postgraduate qualifications in public policy or related areas.

Relevant experience is also highly valued, including internships with government departments, research assistant roles, or work with community organisations and advocacy groups.



## What next?

If you're interested in government or business, there are lots of other job areas you might like to explore as well, such as:

- Public Service
- Economics
- Law
- Intelligence
- Statistics
- Journalism
- Finance
- Corrections

Get involved in student government or debate teams to gain experience in policy discussions and public speaking.

Volunteer with local community organisations, political parties, or advocacy groups to understand how policies affect real people.

“ —  
The best public  
policy is made  
when you are  
listening to people  
who are going to  
be impacted.  
— ”

ELIZABETH DOLE  
ATTORNEY, AUTHOR & POLITICIAN





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