

# Timothy Hibbard

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## EDUCATION

### Master of Arts, Political Science

Michigan State University | College of Social Science | East Lansing, MI

May 2018

- Research Methods Emphasis
- Inter-university Consortium for Political and Social Research (ICPSR) Fellow

### Bachelor of Science, Political Science

Boise State University | College of Public Service | Boise, ID

May 2016

- Top Ten Scholar Award
- Honors College
- McNair Scholar

## BUDGET, FINANCE, AND ANALYTICAL EXPERIENCE

### Senior Budget and Policy Analyst

Legislative Services Office | Boise, ID

2021 – Present

- Served as budget and policy analyst for the Department of Revenue and Taxation, the Judicial Branch, Attorney General's Office, Department of Financial Management (DFM), the Executive Office of the Governor, State Appellate Public Defender (SAPD), Office of the State Public Defender (SPD), the Public Defense Commission (PDC), and the Division of Occupational and Professional Licenses (DOPL), among others.
- Worked with agency heads and financial officers at Executive and Judicial Branch agencies to ensure state budgets are properly transmitted to the Legislature and are structurally sound.
- Translated state agency budgets submitted through the statewide reporting system into the Legislature's state budgeting database, created and ran reports, and presented state agency budgets in the preferred language of the legislature through written reports, publications, electronic presentations and oral testimony to the Joint Finance and Appropriations Committee (JFAC).
- Regularly audited state budgets and actual expenditures for accuracy, best practices, ensuring proper cash-flow, and compliance with state and federal regulations.
- Managed the Idaho General Fund Daily Update (also known as the "Green Sheet") for the Idaho Legislature, accounting for General Fund cashflow based on current Idaho Code, and legislative action during the legislative session.
- Worked with Idaho legislators, Judicial and Executive Branch agency heads, and other interested parties in evaluating current, past and conceptual tax policy through complex research and data analysis.
- Staffed the Economic Outlook and Revenue Assessment Committee (EORAC), informing legislators regarding the various tax collections in the state, to assist them with making an educated economic forecast for the state.

### Data and Policy Analyst

Idaho Association of Counties | Boise, ID

2018 – 2021

- Conducted extensive budget and tax policy research through the creation of complex data analysis, data visualizations, and testifying before state agencies when necessary.
- Regularly produced and presented complex budget and tax policy information to elected officials.
- Constructed and consolidated a new multi-level, user friendly L2 system using Microsoft Excel for the Idaho State Tax Commission to be used by all taxing districts in the state of Idaho.
- Assisted County elected officials with information and policy advocacy regarding federal, state and local public lands policy as primary staff to the Idaho Association of Counties Public Lands Steering Committee.
- Built and implemented surveys instruments to, and on behalf of, county elected officials.
- Created, edited, and produced educational videos describing complicated property tax concepts for varying audiences.

## RESEARCH AND TEACHING EXPERIENCE

### Graduate Assistant

MSU Department of Political Science | East Lansing, MI

2016 – 2018

- Conducted original and innovative observational research analyzing data of 14,000 observations, utilizing advanced quantitative statistical methodologies that measured the effect of demographic panel composition on U.S. Circuit Court judicial decision making.

- Managed and analyzed complex data from several different datasets using a variety of different statistical software programs such as, R, Stata, and Excel for the purpose of synthesizing complex predictive statistical models and the graphical representation thereof.
- Developed research and development plans to maximize benefits and minimize costs within the research process.
- Managed complex and time-sensitive research of competitors to identify current market trends and research gaps that need to be filled.
- Co-created an organization for the advancement of interdisciplinary, cross-functional, graduate student learning in advanced social science methods known as the Workshop on Social Science Methods (WoSSM).

## Research Assistant

MSU Institute for Public Policy and Social Research | East Lansing, MI

2017

- Conducted original experimental research examining the effectiveness of different delivery methods and ad messages in the political recruitment process.
- Constructed, managed and analyzed original data of 24,000 observations, utilizing a Facebook ad campaign that measured the effectiveness of targeted ads in terms of three different measures of effectiveness.
- Presented findings in both oral and written settings for a variety of different audiences.
- Made recommendations on best practices for interested parties seeking to recruit individuals based on specific demographics.

MSU Department of Political Science | East Lansing, MI

2016 – 2017

- Assisted in the research process by collecting, managing and quality-testing various data, specifically in terms of demographic information.
- Managed projects and led team meetings for the purpose of discussing and interpreting data and research, and creating go-forward plans for the the collection and analysis of new data.
- Sought out cutting-edge analytical tools, statistical models, and research methods to improve the research process and predictive accuracy.

BSU Department of Communications | Boise, ID

2013

- Constructed, managed and interpreted experimental data and analyses.
- Conducted experimental research with complex analyses and assisted in developing recommendations.
- Worked independently and in team settings to construct statistical models of the research.

## Teaching Assistant

MSU Department of Political Science | East Lansing, MI

2017 – 2018

- Taught two, weekly sections, quantitative research methods and analysis, critical thinking, statistics, polling and survey practices, statistical programs, and various other topics.
- Conveyed information in an easy-to-understand way, such that individuals of varying depths of knowledge were able to understand.
- Led training on ethics, sexual harassment, and sexual assault in business, campus, and personal settings.
- Graded hundreds of quizzes, tests, and essays with helpful feedback and entered grades in a timely manner, meeting deadlines.

## Math Tutor

BSU Department of Mathematics | Boise, ID

2013 – 2015

- Helped struggling students become self-reliant in the understanding and application of advanced mathematical concepts.
- Assessed and formulated different tutoring strategies and plans based on the level of understanding of the student, regardless of the starting point, so that every student gained the necessary skills to complete their coursework.

## MILITARY EXPERIENCE

### Aviation Electronics Technician

USS Abraham Lincoln (CVN-72)

2005 – 2006; 2008 – 2009

- Provided leadership, invaluable technical expertise, and supervision to junior technicians resulting in a 20% increase in productivity and ready-for-issue rate.
- Streamlined training program in a work center resulting in a 70% decrease in time spent training, logging, and reviewing all employees' training records.
- Qualified quality-assurance inspector for electronic repair, cable repair, and corrosion-control work centers.
- Perpetually created and updated go-forward business plan recommendations that maximized benefits to costs in a high stress, fast paced work environment.
- Performed hundreds of maintenance actions and data entries on various electronic components of aircraft and support equipment which led to several repairs of otherwise condemned circuit cards, cables, and electronic assemblies.
- Managed highly sensitive equipment worth hundreds of millions of dollars.

### Paint Team Supervisor

USS Abraham Lincoln (CVN-72)

2009

- Led 25 employees in prepping and painting of 182 compartments and living quarters on board the USS Abraham Lincoln on time and within strict standards.
- Conducted and supervised several instructional training sessions of employees leading to the safe working conditions of maintenance and HAZMAT precautions amounting to zero mishaps in a 3 month time period.

### Force Protection Guard

Ramadi, Iraq

2007

- Safely handled and cared for over 3,000 detainees while attached to both remote outpost and major forward operations.
- Embedded in the Joint Special Operations community, worked alongside foreign military, US government agencies and all other US armed services daily, showing a unique ability to be highly effective at bridging communication gaps to ensure a safe and efficient workplace.

## OTHER EMPLOYMENT

- Warehouse Worker/Door Builder, Trimco Millwork | Boise, ID 2016
- Retail Associate, Pro Image | Boise, ID 2012
- Sales Associate, Choice Marketing | Spokane, WA 2010
- Construction Worker, Marcon Inc. | Boise, ID 2004

## NOTABLE ACTIVITIES

- Workshop on Social Science Methods (WoSSM); Founder and Instructor 2017 – 2018
- Full-time Missionary; The Church of Jesus Christ of Latter-day Saints 2010 – 2012
- Volunteer Fire Fighter; U.S. Navy 2005 – 2009
- Awarded Joint Service Commendation Medal; U.S. Navy 2007

## DATA MANAGEMENT AND VISUALIZATION SOFTWARE PROFICIENCY

- R
- $\text{\LaTeX}$
- Excel
- Power Point
- Tableau
- Power BI