

Mellon/ACLS
PUBLIC FELLOWS PROGRAM 

Job Title:	Research Analyst
Organization:	National Low Income Housing Coalition
Location:	Washington, DC
Stipend and Benefits:	\$68,000 annually with health insurance for the fellow, professional development funds, and relocation allowance
Start Date:	August 1, 2019

ORGANIZATION DESCRIPTION

One of the premier nonprofit housing policy advocacy and research organizations in the US, the National Low Income Housing Coalition (NLIHC) is dedicated solely to achieving socially just public policy that ensures people with the lowest incomes in the United States have affordable and decent homes. Founded in 1974 by Cushing N. Dolbeare, NLIHC educates, organizes, and advocates to ensure decent, affordable housing for those most in need. NLIHC has been involved in every major legislation and policy related to providing affordable homes for the lowest income people in the United States—from the Housing and Community Development Act of the 1970s and the McKinney Homeless Assistance Act of the 1980s to the National Affordable Housing Act of the 1990s and the Protecting Tenants at Foreclosure Act of the 2000s. NLIHC led the effort to create and fund the national Housing Trust Fund, the first source of federal funding in a generation to create new housing for extremely low income households. NLIHC has also spearheaded policy advocacy and education efforts related to disaster housing recovery and fair housing. NLIHC has been relied on for clear, objective research on affordable housing in the US—particularly our annual *Out of Reach* and *The Gap: A Shortage of Affordable Homes* reports—and has become the go-to resource for the media and affordable housing advocates on issues related to affordable housing, especially for those with the lowest incomes. Learn more at www.nlihc.org.

POSITION DESCRIPTION

The Research Analyst will assist the Vice President for Research in the acquisition and analysis of numeric and non-numeric data that inform NLIHC policy work and mission; translate these data into accessible formats for use by NLIHC staff, members, partners, and policy makers; as well as communicate and disseminate analyses in a manner that promotes NLIHC's goal of ending the affordable housing crisis in the United States.

One of the analyst's key activities will be leading NLIHC's *Patchwork* project. Despite evidence of extensive need for more rental housing that is affordable for low income households, the low income housing resources provided by the federal government help only about 25 percent of eligible households. With assistance from the federal government shrinking, state and city governments have responded with a patchwork of uneven and sometimes inadequate solutions. In order to understand the degree to which states, and some city governments, spend their own resources on affordable rental housing, NLIHC has catalogued such programs. In 2014, NLIHC undertook an expanded study to uncover and make public this information. The result was a first-of-its-kind database.

Through this and other substantive projects, the analyst will gain a deep understanding about the state of affordable housing in the United States and about practical policy solutions to homelessness and housing poverty.

This fellowship position is available *only* through the Mellon/ACLS Public Fellows program, an initiative administered by the American Council of Learned Societies. You may *not* contact the host institution to inquire about this position.

Key duties and responsibilities:

- Lead the NLIHC *Patchwork* project by identifying and analyzing city, state, and other local affordable housing programs and turning this information into a comprehensive, updated database with an accompanying published report on findings, analysis, and recommendations;
- Collect and analyze data pertinent to the NLIHC research agenda, including the implementation of original quantitative and qualitative data collection; data analysis; maintenance and upgrading of NLIHC holdings of and access to major datasets that inform NLIHC policy work;
- Prepare original reports by NLIHC based on research findings;
- Research and prepare articles for NLIHC's weekly e-newsletter, *Memo to Members and Partners*;
- Research and prepare position papers, reports, and other written documents as required to meet program objectives;
- Participate in planning and implementation of NLIHC's annual policy conference;
- Represent NLIHC with selected national partners at meetings, and through participation in planning and implementation of joint campaigns;
- Respond to requests for information from NLIHC members and partners, members of the media, and the public;
- Plan and implement briefings, dialogues, and other informational forums on issues related to NLIHC objectives;
- Supervise research interns/volunteers as needed; and
- Attend and report at all meetings of Board of Directors, as well as participate in staff meetings, training, and all NLIHC events.

QUALIFICATIONS

Required

- PhD in the humanities or humanistic social sciences;
- Strong commitment to social justice and to addressing homelessness and housing poverty in the US;
- Qualitative and quantitative analysis skills;
- Excellent written, verbal, and interpersonal communications skills;
- Attention to detail, and organizational skills;
- Ability to manage a project from inception to completion; and
- Ability to work in a fast-paced environment and flexibility in managing assignments.

Preferred

- While experience with data analysis software is a plus, it is not a requirement, and the fellow will have access to training as necessary.

APPLICATIONS

- Information on the Mellon/ACLS Public Fellows Program:
www.acls.org/programs/publicfellows
- All applications must be submitted through the ACLS online application system (ofa.acls.org)
- Application deadline: March 13, 2019, 9 p.m. Eastern Daylight Time

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