

## Policy Analyst

### POSITION SUMMARY

The Florida Housing Coalition (Coalition), Florida's premier statewide nonprofit providing training and technical assistance on affordable housing, seeks a Policy Analyst to join our Land Use & Policy Team.

The Policy Analyst will work primarily with Land Use & Policy Team members to provide policy analysis, data, and technical assistance for state and local governments, nonprofit housing developers, housing advocates, and other affordable housing practitioners in the housing ecosystem. While this position may work across the organization depending on priorities, most duties will involve analyzing, visualizing, and implementing state and local housing policies, land use planning for affordable housing, and other innovative solutions to address Florida's housing crisis. Subject areas for technical assistance include data visualization, policy analysis, and research into actionable methods to build and preserve more affordable housing in Florida.

This position will report directly to the Chief Legal and Policy Officer, who will provide strategic direction, oversight, and support for project management.

### PRIMARY DUTIES

**The Policy Analyst's primary duties include:**

- Monitor and evaluate the impact of federal, state, and local housing policies, focusing on how they will affect the development of affordable housing and certain communities such as low-income renters and persons experiencing homelessness.
- Contribute to or lead policy research on federal, state, and local housing policies (including land use planning, publicly-owned land strategies, tax incentives, permanent affordability, etc.) to assess their impact, develop new policy ideas, and make program recommendations that improve the effectiveness of the housing ecosystem.
- Visualize data, including through geospatial mapping, in an easy-to-understand method to push forward-thinking housing policy.
- Help explain federal, state, and local policy issues to the housing ecosystem and non-housing experts, including other teams at the Coalition, partner organizations, and state and local advocates.
- Assist team members in responding to information requests from state and local government partners, policymakers, the media, and other national and local organizations.
- Coordinate and communicate with the project team and client to ensure timely and successful project deliverables.
- Foster and maintain client relationships.
- Provide virtual and on-site training and technical assistance.

## CORE COMPETENCIES

### **The qualified candidate will possess the following core competencies:**

- Ability to analyze and visualize policy impacts on the supply of affordable housing in Florida, including the ability to manipulate data in Excel, ArcGIS, and Tableau, the ability to interpret academic studies that rely on statistical analysis, and an exemplary commitment to the accuracy and transparency of your analytic work.
- Passion and a strong commitment to addressing Florida's affordable housing shortage and a desire to deepen your knowledge of how federal, state, and local policies affect affordable housing production.
- Ability to handle a variety of assignments simultaneously and prioritize urgent matters, when required.
- Self-motivated and self-directed.
- Effective team player with excellent interpersonal skills, including the ability to communicate professionally with a wide variety of individuals and organizations.

## EDUCATION AND EXPERIENCE

- Bachelor's degree in urban and regional planning, public administration, economics, liberal arts, nonprofit management, or related field required. An advanced degree is strongly preferred.
- Minimum three years of relevant work experience. A relevant graduate degree may be substituted for three years of work experience depending on the candidate's data visualization and geospatial mapping credentials.
- Experience with analyzing housing policy, primarily land use and funding strategies.
- Understanding existing Florida affordable housing policies is preferred.
- Demonstrated project management and organizational skills.

## TECHNOLOGY AND PROFICIENCY

- Proficiency in data visualization and geospatial mapping techniques such as Excel, ArcGIS, and Tableau is required.

## PAY & BENEFITS:

This is a full-time, competitive, salaried position with excellent benefits. The pay range is \$75,000 to 80,000 annually, commensurate with experience. The position can be remote anywhere within the State of Florida. Employees must have the ability to travel within the State of Florida. The Florida Housing Coalition is an Equal Opportunity Employer.

## APPLICATION INSTRUCTIONS:

Send a resume and cover letter to Amanda Rosado, Chief Operating Officer, at [rosado@flhousing.org](mailto:rosado@flhousing.org) with the "Policy Analyst" position in the subject line.