**Othering & Belonging Institute, UC Berkeley**

**Position Title:** Equitable Planning Analyst

**Location:** This position is remote-friendly, eligible for 80% remote capability. Remote staff must have the ability to meet with clients/partners at various locations within CA.

**How to Apply:** Go to <https://jobs.berkeley.edu/job-listings> and search for job #

40556 to apply.

A tailored cover letter and resume are required. Please submit your cover letter and resume as a single attachment when applying.

**Application Review Date:** This job will remain posted until filled with the first review occurring August 25, 2022.

***Departmental Overview***

[The Othering and Belonging Institute](https://belonging.berkeley.edu/) (“the Institute”) at UC Berkeley brings together researchers, stakeholders, policymakers, and communicators to identify and challenge the barriers to an inclusive, just, and sustainable society and to create transformative change. The Institute is a vibrant hub of researchers, community leaders, policymakers, artists, and communicators that advances research, policy, and work related to marginalized communities. We engage in innovative narrative, communications, and cultural strategies that attempt to re-frame the public discourse around marginality and inclusion and respond to issues that require immediate and long-term action. Our work is informed by understanding how structures and systems work to create or exacerbate othering and exclusion.

The Institute's Community Power and Policy Partnerships program (CP3) partners with community-based organizations to advance strategies through which all members of marginalized communities have the resources, tools, and power to be meaningfully involved in transforming the structures that shape community wellbeing. We facilitate and advise our partners facilitating participatory processes in which residents most impacted by issues of concern lead transformative change. This involves rigorous research, trainings, and communications tools that are integrated with our partners' grassroots organizing and leadership development strategies. This produces analysis, policy, and strategies that reflect the direct experience and vision of affected community members and the insights of scientific and technical analysis. We choose partnerships based on shared values and interests, and the potentially transformative nature of the partnership's impact.

The Equitable Planning Analyst will develop and carry out research and partnerships focused on a range of topics including transportation, land use, and economic development. This will include leadership of projects involving policy analysis, training, technical assistance, and evaluation using intersectional and multidisciplinary lenses and participatory and critical processes.

***Responsibilities***

* Collaborate with community partners to identify issues and questions, provide relevant guidance documents and tools, and facilitate strategy development.
* Plan, coordinate production of, and write reports, memos, and other materials as appropriate to communicate research and recommendations to priority audiences.
* Design, manage and conduct research related to equitable development, land use, transportation and related planning issues, community engagement strategies and metrics, and structural and multi-disciplinary analyses.
* Manage contracts, approve invoices, and generate reports related to project grants and sub-contracts.
* Serve as the immediate supervisor to student research assistants, developing and managing their scope of work and performance.
* Attend and participate in Institute team meetings and other organizational events.
* Research duties related to other Institute programs as assigned.

***Required Qualifications***

* Strong project planning, grant management and staff supervision skills.
* Excellent understanding of the application of social equity, environmental justice, and just transition frameworks to planning and policy.
* Excellent understanding of processes for community organizing, popular education, participatory planning, and community-based advocacy.
* Direct experience with the effects of social inequities.
* Ability to design and carry out relevant research methodologies such as literature reviews, critical policy analysis, and qualitative research.
* Strong facilitation skills and ability to design and facilitate interactive workshops and planning sessions.
* Familiarity with or the ability to quickly develop an understanding of the work of Othering and Belonging Institute, including targeted universalism, structural marginalization, and othering and belonging.
* Excellent writing skills and ability to develop communications for academic, policy, and popular audiences.
* Solid communication and interpersonal skills to communicate effectively with all levels of staff, both verbally and in writing.
* Ability to multi-task and work independently.
* At least 5 years experience in related work such as public policy, community organizing or advocacy, applied research, or city/regional planning.

***Education/Training:***

* Bachelor's degree in related area and / or equivalent experience / training.
* Master’s degree in Urban Planning, Public Policy, Geography or other relevant field, and/or equivalent experience/training preferred.

***Salary & Benefits***

* This is a one-year, full-time (40 hours/week), Contract position, and eligible for full UC benefits. A contract renewal is possible after one year pending available funding.
* This is an exempt, monthly paid position. The annual salary is commensurate with experience up to $85,000.00.
* This position is remote-friendly, eligible for 80% remote capability. Remote staff must have the ability to meet with clients/partners at various locations within CA.

For information on the comprehensive benefits package offered by the University visit: <https://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html>

***Equal Employment Opportunity***

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant see: <https://www.eeoc.gov/sites/default/files/migrated_files/employers/poster_screen_reader_optimized.pdf>

For the complete University of California nondiscrimination and affirmative action policy see:

<http://policy.ucop.edu/doc/4000376/NondiscrimAffirmAct>