**Othering & Belonging Institute, UC Berkeley**

**Position Title:** Housing Policy Associate (2 positions open)

**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 #

42037 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 September 20, 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 Housing Policy Associate (“the Associate”) serves as a core member of the Institute's Community Power and Policy Partnerships ("CP3") program team, developing and coordinating housing research in partnership with community-based organizations and networks. The Associate works with the CP3 team and other Institute staff to develop community partnerships and carry out policy research and data analysis to advance Institute program activities and agendas in California and nationally. The Associate will also write reports and research memos, blogs, and other media, and convene and facilitate meetings and workshops.

***Responsibilities***

* Develop and carry out research related to housing policy, housing data analysis, and structural and multi-disciplinary analyses of housing issues.
* Collaboratively work with community partners to develop shared goals, research agendas, and communication plans, among other activities.
* Prepare, edit and modify documents including research reports, memos, presentations and proposals.
* Deliver presentations, facilitate discussion, and otherwise share research findings and recommendations with various audiences.
* Attend and participate in Institute team meetings and other organizational events.

***Required Qualifications***

* Ability to design and carry out appropriate mixed methods research methodologies
* Strong facilitation skills and ability to design and facilitate interactive workshops and planning sessions
* Excellent policy analysis skills, including the ability to look at underlying structural dynamics driving policy
* Strong familiarity with and ability to interpret datasets commonly used to analyze housing equity issues
* Familiarity with conceptual frameworks central to the work of the Institute, including targeted universalism, structural marginalization, and othering and belonging
* Excellent writing skills and ability to develop communications for academic, policy, and popular audiences
* Proficient in ability to multi-task with demanding timeframes.
* Solid communication skills and ability to communicate effectively in public policy, community, and academic settings.

***Education/Training:***

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

***Salary & Benefits***

* This is a two-year, full-time (40 hours/week), Contract position, and eligible for full UC benefits. A contract renewal is possible after two years pending available funding.
* Hourly pay range is $27.20 - $34.50 commensurate with experience and informed by our organizational equity-based salary scale.
* 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>