

Project Policy Analyst (7398U) Job 70888 - Turner
Center/CED
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=242582>

Downloaded On: Aug. 10, 2024 1:20pm

Posted Aug. 1, 2024, set to expire Nov. 28, 2024

Job Title	Project Policy Analyst (7398U) Job 70888 - Turner Center/CED
Department	
Institution	University of California, Berkeley Berkeley, California
Date Posted	Aug. 1, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Research/Technical/Laboratory Communications/Public Relations
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Job Description

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About Berkeley

At the University of California, Berkeley, we are committed to creating a community that fosters equity of experience and opportunity, and ensures that students, faculty, and staff of all backgrounds feel safe, welcome and included. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.



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The University of California, Berkeley, is one of the world's leading institutions of higher education, distinguished by its combination of internationally recognized academic and research excellence; the transformative opportunity it provides to a large and diverse student body; its public mission and commitment to equity and social justice; and its roots in the California experience, animated by such values as innovation, questioning the status quo, and respect for the environment and nature. Since its founding in 1868, Berkeley has fueled a perpetual renaissance, generating unparalleled intellectual, economic and social value in California, the United States and the world.

We are looking for equity-minded applicants who represent the full diversity of California and who demonstrate a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds present in our community. When you join the team at Berkeley, you can expect to be part of an inclusive, innovative and equity-focused community that approaches higher education as a matter of social justice that requires broad collaboration among faculty, staff, students and community partners. In deciding whether to apply for a position at Berkeley, you are strongly encouraged to consider whether your values align with our [Guiding Values and Principles](#), our [Principles of Community](#), and [our Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. To find out more about how you can grow your career at UC Berkeley, visit grow.berkeley.edu.

Departmental Overview

The mission of the Turner Center for Housing Innovation is to formulate bold strategies to house families from all walks of life in vibrant, sustainable, and affordable homes and communities. Our work provides timely analysis and data-driven research to support policy and innovation for policymakers, practitioners, and advocates in addressing with urgency the multiple, layered crises of housing affordability, entrenched inequities, and climate change. The Turner Center aims to provide actionable, pragmatic paths that are based in evidence and can bring together a coalition to make change.

Turner Center seeks a Project Policy Analyst to manage a project investigating strategies to further, and improve alignment between, California's housing production and climate policy objectives. The project will be conducted in collaboration with multiple research organizations to inform California state agencies. The Project Policy Analyst would work under the supervision of the Associate Research Director and the Principal Investigator to execute this project, regularly coordinating with external partners and producing research reports. Applicants should have strong organizational and

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communication skills, experience working in a collaborative environment, and a commitment to improving policy outcomes relating to housing affordability, climate mitigation and adaptation, and/or social equity. This is a term position for 12 months. The position will be located in Oakland, following a hybrid schedule with 2-3 days per week in office.

****This is a one-year contract appointment****

Application Review Date

The First Review Date for this job is: 7/27/24 - Open until filled

Responsibilities

20% Manages relationships with research partners, Yes government agencies, and community organizations, including regular engagement and project management, troubleshooting issues, and being the main point of contact for those partners.

20% Works with Turner Center staff and research partners to conduct qualitative research including developing literature reviews; leading interviews or focus groups of stakeholders; and synthesizing findings.

20% Organizes research meetings, including scheduling, crafting agendas, and organizing tasks and deliverables.

20% Authors regular research reports summarizing research progress and results.

15% Works with Turner Center staff and research partners to conduct quantitative research including simulating housing production and analyzing environmental data.

5% Other duties as assigned.

Required Qualifications

****This is a one-year contract appointment****

- Knowledge of common organization- or research-specific and other computer application programs.
- Strong communication and interpersonal skills to communicate effectively, both verbally and in writing.
- Ability to use discretion and maintain all confidentiality.
- Analytical / problem-solving skills.

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- Strong skills in analyzing, researching and synthesizing large amounts of data for preparing sound and relevant proposals / analyses.
- Ability to multi-task with demanding timeframes.
- Strong policy analysis techniques.
- Demonstrated ability to complete work under a deadline with competing time demands.
- Bachelor's degree in related area and / or equivalent experience / training.

Preferred Qualifications

- Two years of relevant work experience and a graduate degree in public policy, urban planning, environmental studies, or a related field; or four years of relevant work experience.
- Experience managing projects or teams and familiarity with project management tools.
- Experience with qualitative research: conducting interviews; developing literature reviews spanning academic literature and government or policy reports.
- Experience with policy analysis / evaluation: e.g., scenario analysis, policy impact modeling, analyzing policy tradeoffs, and screening policies for legal and political viability.
- Experience with geospatial analysis in a code-based environment such as python GeoPandas.
- Familiarity with California housing and/or climate policy issues.
- Familiarity with real estate economics, housing markets, and/or planning rules governing housing development Preferred Familiarity with energy systems analysis.
- Familiarity with quantitative environmental problem-solving techniques.
- Authorship of research publications, course papers, policy memos, or articles on topics relevant to policy and appropriate for non-specialist audiences.

Salary & Benefits

For information on the comprehensive benefits package offered by the University, please visit the University of California's [Compensation & Benefits](#) website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

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The budgeted salary or hourly range that the University reasonably expects to pay for this position is \$85,000 - \$95,000.

This is a one-year contract position. Contract positions may be extended based on operational demand. Contract positions are eligible to participate in the health and welfare programs offered by UC Berkeley.

Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

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, please see the [U.S. Equal Employment Opportunity Commission](#) poster.

The [University of California's Affirmative action policy](#).

The [University of California's Anti-Discrimination policy](#).

To apply, visit

https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS.CG_S



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Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

N/A
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