



# PUBLIC FELLOWS PROGRAM

<b>Job Title:</b>	Policy Analyst
<b>Organization:</b>	Reinvestment Fund
<b>Location:</b>	Philadelphia, PA
<b>Stipend:</b>	\$65,000 with health insurance for fellow
<b>Start Date:</b>	August 1, 2016

## ORGANIZATION DESCRIPTION

Reinvestment Fund is a 30-year-old Community Development Finance Institution (CDFI) whose mission is to build wealth and opportunity for low-wealth people and places through the promotion of socially and environmentally responsible development. Reinvestment Fund is a national leader in rebuilding America's distressed towns and cities, through the innovative use of capital and information. Reinvestment Fund has invested \$1.5 billion in communities since 1985. As a CDFI, Reinvestment Fund finances housing, community facilities, schools, community health centers, healthy food access, commercial real estate, and energy efficiency projects. It also provides public policy expertise by helping clients create actionable solutions and by sharing data and analyses via [www.PolicyMap.com](http://www.PolicyMap.com).

## POSITION DESCRIPTION

The Policy Analyst will report, principally, to the Chief Policy Analyst in Reinvestment Fund's Policy Solutions group. Additionally, we expect that the fellow will be engaged in Reinvestment Fund's recently launched Invest Health Initiative and as such will work together with the Chief of Strategic Initiatives and incoming Invest Health Initiative Director.

Invest Health is a pioneering collaboration between Reinvestment Fund and the Robert Wood Johnson Foundation, designed to empower leaders from the public, community development, finance, and other sectors in mid-size cities across the country who are working to improve community health. In up to 50 mid-size cities, teams of leaders will build lasting partnerships that maximize private and public investments in the interest of solving problems in the parts of their cities hardest hit by poor health and economic isolation.

Responsibilities of the Policy Analyst position include the design and execution of Reinvestment Fund mission-oriented research for the Policy Solutions department and multi-faceted support for the Invest Health Initiative (i.e., content development, support of participating cities and Program Director). The portfolio of projects on which the Policy Analyst works will be a mix of research activities for our external clients, Reinvestment Fund's internal impact assessment efforts, as well as the Invest Health Initiative.

The essential duties and responsibilities of the position include:

- Assisting in proposal writing and scoping of research through conducting research, managing relationships with clients, and reporting/presenting research findings;

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You may *not* contact the host institution to inquire about this position.

- Working with the Associate Director of Policy Solutions on business development efforts – largely related to research design and scoping of research projects for which Policy Solutions is preparing proposals;
- Designing research, collecting and analyzing data, and managing research and other projects;
- Designing and delivering public presentations; and
- Guiding the work contributions of one or more interns or junior Policy Analysts. Over time, responsibility for such guidance may expand but will initially include support to enhance the technical skills of junior staff and managing the quality of their work products.

## **REQUIRED AND PREFERRED QUALIFICATIONS:**

Required qualifications:

- PhD in the humanities or humanistic social sciences;
- Strong writing skills;
- Refined organizational skills and an ability to meet deadlines;
- Experience with research design and data analysis;
- Facility with presenting complex material to diverse audiences;
- Experience and/or interest in at least two of the following: housing, community development, economic development, community-based organizations, public health, healthy communities, social determinants of health, intersection of community development and health improvement, cross-sector team development, collective impact;
- Ability to travel occasionally; and
- Enthusiastic self-starter who possesses the ability to work in a team environment.

Preferred qualifications:

- Experience in (or classwork related to) at least two of the following: statistical analysis, spatial analysis / GIS, conducting interviews, conducting reviews of literature, observational research skills, SPSS (or comparable statistical software), ArcView (or comparable GIS software).

## **APPLICATIONS**

- Information on the ACLS Public Fellows Program: [www.acls.org/programs/publicfellows](http://www.acls.org/programs/publicfellows)
- All applications must be submitted through the ACLS Online Fellowship Application System ([ofa.acls.org](http://ofa.acls.org))
- Application deadline: March 24, 2016, 8 pm Eastern Daylight Time

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