

The Center on Budget and Policy Priorities (CBPP) is a nonpartisan research and policy institute that advances federal and state policies to help build a nation where everyone – regardless of income, race, ethnicity, sexual orientation, gender identity, ZIP code, immigration status, or disability status – has the resources they need to thrive and share in the nation’s prosperity.

CBPP combines rigorous research and analysis, strategic communications, and effective advocacy to shape debates, affect policy, and inform effective implementation both nationally and in states. It works closely with a broad set of national, state, and community organizations to design and advance policies that promote economic justice; improve health; broaden opportunity in areas like housing, health care, employment, and education; and lower structural barriers for people of color and others in communities that continue to face systemic barriers to opportunity. CBPP promotes policies that will build a more equitable nation and fair tax policies that can support these gains over the long term. CBPP also shows the harmful impacts of policies and proposals that would deepen poverty, widen disparities, and worsen health outcomes.

The Housing and Income Security team brings together CBPP’s housing and income security policy staff to work on improving housing and cash assistance for families with low incomes. We are also expanding our housing policy focus to include state and local level policy actions, especially actions that lead to increased state or local resources being used to expand access to rental assistance. The Center’s housing policy staff are leading sources of expertise on federal low-income housing programs.

The Policy Analyst will work with Housing and Income Security team members to provide policy analysis, data, and technical assistance to an array of important stakeholders, including policymakers, journalists, and practitioners. While this position will work across the entire team depending on priorities, 50 percent of the job duties will be related to building this new body of state and local housing policy work. This position is an exceptional foundational role for someone seeking to build a career in public policy. The Policy Analyst will also have the option to participate in a skill and knowledge development program for early career staff.

Responsibilities

- Monitor and evaluate the impact of policy proposals (including legislative and regulatory changes), focusing on how they will affect certain communities such as low-income renters, communities of color, people experiencing homelessness, and families with children
- Help organize coalition meetings, briefings, and other major policy events with external partners, including people with lived expertise, to understand priorities, provide input into CBPP's work, share CBPP recommendations, and develop advocacy strategies
- Contribute to or lead policy research on federal or state and local legislation or regulations to develop new policy ideas and program recommendations that improve federal rental assistance programs for low-income families
- Contribute to or author reports, memos, blogs, public comments, and other products that translate complex policies and analyses into digestible information for different audiences
- Help explain federal and state housing policy issues to non-housing experts, including other teams at the Center, partner organizations, state or local advocates, or important stakeholders from other policy areas, such as health care or tax and budget
- Assist team members responding to information requests from policymakers, the media, and other national and local organizations, often on tight deadlines
- Attend coalition meetings, congressional briefings and hearings, and other events as needed

Qualifications

- A bachelor's degree in a relevant field, such as Political Science, Public Policy, Economics, or Sociology. At least four years of relevant work experience. A relevant graduate degree or JD may be substituted for two years of work experience.

- Lived expertise of being, or experience working with people who have been marginalized due to race, disability, immigration status, sexual orientation, gender identity, or housing status, is desirable
- Knowledge of affordable housing, housing development, rental assistance, income and/or homelessness programs and policy issues (may include experience with local public housing authorities or nonprofit housing/homelessness organizations) is highly desired.
- Knowledge may include lived expertise of living in affordable housing and/or navigating homelessness assistance systems. Deep knowledge of housing or other policies for people with low incomes is not expected.
- Ability to understand and analyze the impact of federal and state legislative and regulatory language, including the effect on low-income renters, communities of color, people experiencing homelessness, families with children, and others
- Quantitative analysis skills, including the ability to manipulate data in Excel and interpret academic studies that rely on statistical analysis, and an exemplary commitment to the accuracy and transparency of your analytic work
- Strong project management skills, including the ability to work independently and collaboratively, stay on top of multiple projects, anticipate obstacles, and meet strict deadlines
- Commitment to achieving housing, economic, and racial justice for people with low incomes so they can meet their basic needs, and a desire to deepen your knowledge of how federal, state, and local policies can address institutional and structural racism and economic segregation

The Center is operating on a hybrid work schedule that includes at least two days per week in person at our Washington, D.C. office.

This position reports to the Deputy Director/Director for State Housing Policy.

Terms of Employment: full-time, exempt

Bargaining Unit Status: this is a bargaining unit position.

Compensation: salary for the role starts at \$70,000 with exact salary to be determined based on total relevant experience; excellent benefits (including health insurance, vision and dental coverage, life and long-term disability insurance, retirement, MERP, and DCAP), and generous vacation, sick leave, and holiday schedules.

Please upload a cover letter and resume. In your cover letter, please include a discussion of what draws you to the mission of the Center.

Please submit your application [here](#).

The Center on Budget and Policy Priorities is an Equal Opportunity Employer that values and welcomes diversity in the workplace and strongly encourages all qualified persons to apply regardless of race, color, age, sex, marital status, sexual orientation, gender identity, gender expression, genetic information, credit information, pregnancy or parental status, family responsibilities, personal appearance, creed, military or veteran status, religion, ancestry or national origin, union activities, disability, or other status protected by applicable law.