



POSITION: Research and Policy Analyst

SUPERVISOR: Community Liaison

JOB SUMMARY

This role represents a unique opportunity to partner in working with both Alaskan homeless coalitions. While this position will be housed in the Anchorage Coalition to End Homelessness (ACEH), the focus of work is statewide, and the selected candidate will also work directly with the Alaska Coalition on Housing and Homelessness (AKCH2). The Research and Policy Analyst is responsible for producing a statewide report on the scope, performance, and needs of existing rental assistance programs in Alaska. **Please note, this is a time limited nine month position ending no later than Sept 30, 2021.**

KEY DUTIES AND RESPONSIBILITIES

- Identify what forms of on-going rental assistance currently exist in Alaska. This includes mainstream rental assistance, tribal rental assistance and COVID-19 related rental assistance
- Analyze trends across Alaska to better understand demographics, experiences, and outcomes for those who are rent burdened and most at risk of circumstantially falling into homelessness to aid in future advocacy around prevention and diversion for those most at risk
- Engage statewide stakeholders (Public Housing Authorities, Tribal Designated Housing Entities, local governments, etc.) to identify the need for rental assistance programs across the state, particularly in rural communities
- Engage recipients of rental assistance funding to better understand outcomes and experiences from a tenant perspective
- Identify areas for improvement to existing Rental Assistance programs
- Identify community-to-community knowledge sharing and learning opportunities
- Explore ways to better track and communicate eviction data, tenant survey information, and homelessness data such as success rates, need, and racial equity analyses
- Produce policy recommendations to strengthen effectiveness of Rental Assistance programs, homelessness prevention, and improve housing affordability in Alaska
- Produce educational and advocacy materials to present to policymakers and elected officials at the local, state, and federal level
- Build support for long term solutions (i.e., affordable housing)

KNOWLEDGE/SKILLS/ABILITIES:

- Excellent written and verbal communication skills, including demonstrated ability to develop written content appropriate for a range of media, formats, and audiences
- Excellent interpersonal and collaborative skills, including the ability to interact with a diverse group of students, faculty, and staff
- Excellent attention to detail
- Demonstrated ability to prioritize and multi-task simultaneous responsibilities
- Demonstrated analytical and problem-solving skills
- Proficiency with:
 - MS Office Suite

EXPERIENCE:

Minimum of one year of related research and/or policy experience. An equivalent combination of education experience may be considered.

EDUCATION/TRAINING:

Bachelor's degree preferred and one year relevant experience or an equivalent combination of training and experience.

OTHER JOB REQUIREMENTS:

Able to lift 50 lbs., valid Alaska driver's license, and access to reliable, insured vehicle to be used for work related travel Alaska. Able to work remotely with consistent internet to host virtual meetings with statewide partners.