



Housing Finance Analyst

Join a small research team with a big impact on housing policy in New York City!

We are looking for a Housing Finance Analyst who will design and conduct rigorous and useful research initiatives that relate to housing in New York City. You will also engage and educate policy-makers and the housing industry with the results of your research initiatives. This role offers a unique opportunity to make your mark on housing policy research and work with policymakers and housing practitioners in New York City.

Responsibilities include project management, research, data analysis, meeting facilitation, and event coordination. CHPC's current research agenda includes: public housing, basement apartment conversions, new housing typologies, best practices in community engagement, among other topics.

Written communication is a critical component of this position along with strong analytical and interpersonal skills. Experience presenting data in clear and concise ways and both designing and conducting rigorous research initiatives that relate to housing in New York City will benefit any applicant.

Key Responsibilities:

- Design and conduct research initiatives that relate to housing in NYC
- Conduct financial analysis of housing programs including but not limited to pro forma analysis of real estate development projects and cost benefit analysis of policy proposals
- Financial modeling and market analysis
- Economic development research and analysis
- Identify new opportunities for CHPC research, including newsworthy data findings, new ideas for CHPC publications
- Manage multiple projects and take responsibility for all aspects of project management.
- Respond to requests for information and technical assistance from policy-makers, the media, and community partners.
- Forecast and monitor housing policy trends
- Supervise research fellows and interns

Qualifications:

- A graduate degree in housing policy, real estate finance, urban planning, or related field
- At least one year of work experience in real estate, urban planning, public policy, housing finance, or related field. Prior work experience in NYC government, and/or housing finance is a plus.
- Superior quantitative analysis skills
- Experience related to real estate development and a high degree of familiarity with how this field intersects with urban planning, economic development, public policy, and finance.



- Proficiency with Excel and an understanding of real estate market and demographic fundamentals are required for success in this role.
- Knowledge of housing subsidy programs is preferred.
- Self-starter and problem solver who can balance multiple tasks and responsibilities
- Ability to quickly and clearly synthesize information.
- Exceptional ability to use data to make decisions.
- Creative approach to research and dissemination of CHPC's work

This is a full-time position with a salary commensurate with experience. The position also comes with a generous array of benefits, including medical, dental, vision, and retirement.

CHPC is an equal opportunity employer committed to diversity and inclusion.

Please send your resume and a cover letter to jobs@chpcny.org. Please put "Housing Finance Analyst" in the subject line. No phone calls, please.