



## Housing Production Senior Associate

SV@Home is seeking a passionate, detail-oriented, and social justice-focused candidate to support our affordable housing development and finance policy work. We acknowledge the historical and current impacts of racism in housing access and affordability and the need for different strategies and approaches to address housing needs, including preserving existing affordable housing, producing new affordable housing, and providing protections to our community's most vulnerable residents.

### **ABOUT SV@HOME**

SV@Home is a nonprofit organization in Santa Clara County whose vision is a diverse and equitable Silicon Valley where everyone has access to a safe, stable, and affordable home. As a result, the SV@Home team commits each day to driving the creation of affordable housing for a more vibrant and equitable Silicon Valley. SV@Home's approach focuses on policy, advocacy, education, and messaging to build the political and community will to support policies, programs, land use, and funding that will increase affordable housing opportunities for Santa Clara County residents. SV@Home is looking for a Housing Production Senior Associate to join this team of dedicated individuals to further the organization's mission.

Five guiding principles represent the values and purpose that SV@Home seeks to infuse in its work:

- Housing is a human right
- Diversity makes us stronger
- Centering equity and inclusion in our work is key
- Housing policy is not just about housing
- Working together in partnership is more impactful

In this work, our success is dependent on building a team that includes people from different backgrounds and experiences who can challenge each other's assumptions with fresh perspectives. To that end, we look for a diverse pool of applicants, including those from historically marginalized groups. The role is based in Santa Clara County, and we have recently transitioned to an optional hybrid model, allowing access to the Downtown San Jose office. Post-pandemic we envision a hybrid office environment that emphasizes flexibility.

### **ABOUT THE POSITION**

The Housing Production Senior Associate will analyze practical and technical housing issues by engaging with developers, community-based organizations, and other partners to facilitate local, state, and federal policy relating to affordable housing production. This position reports to the Director of Strategic Initiatives.

### **KEY DUTIES AND RESPONSIBILITIES**

The Housing Production Senior Associate will be responsible for the following activities:

#### **Policy and Advocacy**

- Developing and implementing strategies that respond to the need for increased affordable housing production in Santa Clara County, including development streamlining and housing financing solutions
- Supporting the housing development community by providing information and support, gathering

- feedback on housing policies, and overseeing SV@Home's project endorsement process.
- Preparing recommendations in partnership with policymakers, affordable housing advocates, city and county staff, and the development community regarding housing development-related policies, regulations, ordinances, codes, and legislation at the local, regional, and State levels.
  - Representing SV@Home in local and regional conversations around housing production policies and actions
  - Preparing comment letters and activating advocacy tools to engage members and community members
  - Testifying at public meetings and participating, as needed, on task forces and committees, which will require some evening work hours

### **Research and Data Analysis**

- Developing a thorough understanding of the housing production issue area, the policy-making process, the political landscape, the key stakeholders, and those most impacted by housing policy
- Developing compelling data, infographics, fact sheets, news articles, blogs and other political and educational materials to reach a variety of audiences
- Preparing and presenting analytical reports and recommendations for just and inclusive housing policy solutions

### **Partnerships and Engagement**

- Facilitating convenings and stakeholder meetings that bring different kinds of people together to work for powerful solutions and achieve greater local collective impact
- Cultivating and maintaining relationships with key partners including community-based organizations, developers, municipal staff, and other policy experts to build a stronger collaborative in support of community-led initiatives
- Helps organize, participate in, and conduct trainings, webinars, and focus group discussions to build awareness and knowledge related to housing production policy
- Contribute to a work environment and culture that is centered on equity and inclusion

### **QUALIFICATIONS**

A competitive candidate will have the following experience, knowledge, and attributes:

- A passion for social change and a commitment to equity
- A minimum of three years of experience in housing policy, housing finance, or housing development
- Degree in public policy, urban planning, or related area, OR equivalent related work experience
- Strong analytical and critical thinking skills along with the ability to handle multiple projects simultaneously and determine priorities
- Excellent communication (written and verbal) and interpersonal
- Experience working with a broad array of constituency groups such as policy makers, and community advocates
- Strong research skills with the ability to synthesize, translate, and implement information from multiple sources into a coherent strategy and workable plan
- Ability to work independently, take initiative and participate as a highly-effective team member

- Ability to work with emotional intelligence, navigating individual and team conflicts productively, with empathy and integrity
- Ideally flexible, humble, and a good listener

### Compensation

- Salary Range: \$75,000 to \$85,000 annually: Negotiable based on experience and qualifications
- Competitive benefits package that includes medical, dental, vision, and life insurance; vacation and sick time; 11 office holidays plus a holiday office closure from December 25th through January 1st; a SIMPLE IRA retirement plan and employer match, monthly cell phone and parking or public transportation reimbursement

**Applications will be accepted through May 30<sup>th</sup> at 5pm. Interested applicants should email a cover letter and resume to [jobs@siliconvalleyathome.org](mailto:jobs@siliconvalleyathome.org). Please indicate "Housing Production Senior Associate Application" in the subject line of your email. Thank you for your interest and we look forward to hearing from you.**

**SV@Home is committed to providing our staff with a safe work environment and supporting collective health. As such, SV@Home requires confidential proof of completed COVID-19 vaccination, including eligible booster(s) for all employees (with the exception of reasonable accommodations due to medical or religious beliefs).**

***SV@Home is an equal opportunity employer to all regardless of race, color, national origin, ancestry, sex, marital status, disability, religious or political affiliation, actual or perceived gender identity, age or sexual orientation.***