

Policy Analyst

Lincoln Institute of Land Policy Cambridge, MA

The Lincoln Institute of Land Policy seeks to improve quality of life through the effective use, taxation, and stewardship of land. A nonprofit private operating foundation whose origins date to 1946, the Lincoln Institute researches and recommends creative approaches to land as a solution to economic, social, and environmental challenges.

Through education, training, publications, and events, we integrate theory and practice to inform public policy decisions worldwide. With locations in Cambridge, Massachusetts; Washington, DC; Phoenix; and Beijing, we organize our work around the achievement of six goals:

low-carbon, climate-resilient communities and regions; efficient and equitable tax systems; reduced poverty and spatial inequality; fiscally healthy communities and regions; sustainably managed land and water resources; and functional land markets and reduced informality.

Position Overview

The Lincoln Institute of Land Policy seeks an innovative systems-thinker to join its Program staff as a Policy Analyst. The Analyst will work with the Associate Director – Planning Practice and Scenario Planning under the direction of the Director of Climate Strategies, and with others to conceptualize, conduct, learn from, and improve the activities that advance the Institute’s goals globally.

The primary focus will be activities related to scenario planning and planning practice that advance the Institute’s goal of low-carbon, climate resilient communities and regions in urbanized places.

Significant additional work will advance the other Institute goals, such as reducing poverty and spatial inequality. You’ll work independently and in cross-disciplinary teams that bring different perspectives to help address some of the world’s most pressing challenges, and will have ample opportunity to take ownership of your work, learn, and grow.

This is a full-time, remote position that reports to the Associate Director, Planning Practice and Scenario Planning. 5-10% travel required COVID permitting.

What You’ll Do

Partner with the Associate Director and Director on the refinement, implementation, evaluation, and adjustment of the Institute’s strategy to advance its goals through scenario planning and planning practice.

Manage aspects of the Consortium for Scenario Planning network including advisory board meetings, quarterly peer exchanges, newsletter content, and an annual request for project proposals.

Lead planning and implementation of the annual Consortium for Scenario Planning Conference, partnering with the Associate Director and the Institute events team.

Partner with the Associate Director and Director to manage the Big City Planning Director network including the annual convening of planning directors, in partnership with the American Planning Association and the Harvard University Graduate School of Design.

Contribute to the design and execution of projects that involve internal and external partners, independent and collaborative research, publications, webinars, conferences, roundtables, and other means of engagement and communication.

Support other projects and initiatives as appropriate, including programming of Lincoln proposals for key conferences, and review of deliverables and publications from partners.

Represent the Institute, build relationships, and return learning from external meetings and conferences.

Work effectively on routine matters with Institute finance, operations, event, administrative, communications, and other staff.

Undertake special projects and other duties as assigned.

What You’ll Need:

At least 2 years of experience applying relevant skills to real-world questions Master’s degree or equivalent experience in urban planning, public policy, or other relevant discipline(s) Excellent writing, communication, and relationship-building skills Ability to take initiative, work independently, and be a team player with a flexible and creative approach Effective project management, problem-solving and time management skills Ability to perform with a level of accuracy and attention to detail appropriate for the situation Professional and positive attitude

Our Values

We support a culture of forthright feedback, initiative, cooperation and teamwork, diversity, equity, and inclusion, and accepting responsibility.

Equal Opportunity Employer

The Lincoln Institute of Land Policy is dedicated to creating an inclusive work environment and is proud to be an equal opportunity employer. Individuals seeking employment at the Lincoln Institute of Land Policy are considered without regards to race, color, religion, national origin, age, sex (including pregnancy, childbirth, or related medical conditions), ancestry, citizenship status, gender identity or expression, genetic information, marital or domestic/civil partnership status, physical or mental disability, sexual orientation, veteran status, or any other characteristic protected by law.

<https://jobs.lever.co/lincolninst/1b2f59b4-0cb4-40b7-b654-f902985c9c65/apply?lever-source=LinkedIn>