



COUNCIL OF COMMUNITY HOUSING ORGANIZATIONS

*The voice of San Francisco's
affordable housing movement*

RESEARCH & DATA VISUALIZATION PAID INTERNSHIP

- Position:** Research and Data Visualization Internship
- To Apply:** Please send resume and cover letter to ccho@sfc-409.org. No phone calls please. Local applicants only.
- Work schedule:** Work period begins April 2016. The Research & Data Visualization intern will be assigned a variety of tasks on a project-by-project basis, working 15-20 hours per week on a set schedule (with some flexibility).
- Compensation:** \$18-\$20/hour, depending on experience
- Supervisor:** Peter Cohen, CCHO co-director
- Organization:** The Council of Community Housing Organizations (CCHO) is a coalition of 24 community-based housing developers, service providers and tenant advocates. We fight for funding and policies that shape urban development and empower low-income and working-class communities. The work of our member organizations has resulted in nearly 30,000 units of affordable housing, as well as thousands of construction and permanent jobs for city residents.
- CCHO is engaged this year in legislative work and supporting community campaigns around housing, land use and community stabilization issues. The Research & Data Visualization intern will assist with tasks related to this program work as part of our small staff team.
- Scope of Work:** Specifically, the Research & Data Visualization Assistant will:
- Conduct research using Census data sets, housing element reports, Planning Department pipeline data, and elections data, among other sources.
 - Refine methodology and conduct data analysis of the City's quarterly Development Pipeline Database, starting with Q3 and Q4 2015.
 - Mapping of data using GIS platform, for use in presentations and in plot formats.
 - Prepare general "data visualization" outputs on a project-by-project basis.
- Skills:** Demonstrated experience with Excel and research methods, data gathering and management is required. Demonstrated experience with GIS is required, and excellent cartography skills. Competency with Adobe Illustrator is a plus. Creative thinking about how to "visualize" data for public and policymaker audiences is a plus. Candidates must be comfortable in a fast-paced, collaborative work environment. Previous experience working in a nonprofit organization is desired.

This description is not a written or implied contract of employment. This is a paid internship contract position.