

Policy Analyst II or Staff Attorney II

Description

Homebase is adding a position for a Policy Analyst II or Staff Attorney II to join our passionate team, supporting communities to design and implement solutions to homelessness. The ideal candidate is located in the Northern CA and able to travel to support local Bay Area community meetings.

About the Position

Homebase Policy Analysts and Staff Attorneys lead our hands-on work supporting communities nationally to design and implement solutions to homelessness. This is a dynamic position with room to grow at a flexible and supportive organization. This position will work closely with a team of internal and external partners to support communities to implement evidence-based strategies to end the crisis of homelessness and housing instability.

Compensation for this position starts at \$72,000 – 79,500. (Staff with at least 8 years of experience will be considered for a Senior Policy Analyst or Senior Staff Attorney position at \$83,000 – 95,500). We also offer a robust benefits package, including a 403(b) match, health insurance, and generous PTO. Applications will be considered on a rolling basis until the position is filled.

For this role, Homebase is seeking applicants based in Northern California to primarily support our California-based communities. Our client meetings and other community processes require local travel to Bay Area and/or Northern California communities, as well as the possibility of national travel on occasion. For those candidates located in the San Francisco Bay Area, Homebase's main office is based in downtown San Francisco, though most staff are working remotely.

About Homebase

Homebase is a national nonprofit dedicated to the social problem of homelessness. Our mission is to end homelessness, prevent its recurrence, and decrease its effect on communities. We work at the local, state, and national levels to support our partners in designing systems and implementing responses to homelessness while fostering collaboration and collective impact in addressing its political and economic causes.

Responsibilities

- Supporting implementation of federal, state, and local programs to address homelessness, housing, and poverty.
- Facilitating community-based processes and committees and engaging partners across systems to prevent and end homelessness.
- Identifying gaps and assessing the needs of homeless response systems and providing tailored content and processes to build the capacity of local government agencies and community-based organizations.
- Guiding analysis and implementation of data-driven systems to measure performance, evaluate outcomes, and develop policy solutions.
- Training key stakeholders about best practices, program models, and regulations to educate and inform local decision-making processes that advance equity and impact.
- Creating high-quality written, visual, data-informed tools for local and national audiences, including curricula, manuals, user guides, proposals, and other training and resource materials.
- Providing thought leadership and developing effective relationships across jurisdictions, systems, and sectors to support alignment in effectively addressing homelessness.

Qualifications

Successful candidates ideally possess:

- Work, volunteer, lived experience, or education equivalent to MPA, MPP, MSW, or JD and at least 6+ years of work experience. (Candidates with over 8 years of experience will be considered for a senior position.)
- Excellent interpersonal skills and ability to succeed in a warm and supportive team-based environment committed to organizational values of diversity, equity, inclusion, and belonging, and embracing anti-racism.
- Experience with state and local governmental agencies, and/or housing and homelessness, healthcare, behavioral health, or criminal legal systems and programs.
- Ability to cultivate collaborative internal and external partnerships with diverse teammates, clients, and stakeholders from different backgrounds.
- Strong analytical capabilities and communication skills (oral and written), including strong public speaking and facilitation; experience teaching and training is a plus.
- Attention to detail and ability to prioritize and manage multiple ongoing projects under strict deadlines.
- Flexibility and willingness to travel; licensed drivers preferred but not a requirement.
- Residence in California.

Homebase prefers candidates with:

- Demonstrated commitment to the public interest and passion for addressing homelessness and poverty.

- Special consideration will be given to applicants with lived experience of housing instability, homelessness, and/or criminal justice involvement, including arrest and conviction records.

We encourage you to apply, even if you are not sure you meet all these qualifications. You may have knowledge and experiences not specifically listed here that would support our mission, and we would love to see your application!

To Apply

Please email cover letter and resume to jobs@homebaseccc.org. Positions open until filled.