

The Bill Pluta Policy and Research Internship

The Bill Pluta Policy and Research Internship is a permanent annual internship established at IHDA with the intention of continuing and teaching the proud tradition of equitable statewide housing advocacy via informed policy and statutory research championed via the life's work of the position's namesake

This internship is intended to give undergraduate or graduate students with a strong interest in statewide affordable housing issues the opportunity to provide meaningful analysis in service of IHDA's Legislative Agenda, engagement through response to constituent inquiries, as well as contribute to the development of the SPAR Research Agenda. Working independently and as part of a team of researchers, The Bill Pluta Intern will be responsible for performing academic as well as institutional research on the impact and improvement of internal procedures, proposed state and national legislation, policy, and regulations.

Direct experience in both short term (fast turn-around) legislative analysis as well as long term research will be gained as part of this internship. Throughout the year of service, The Bill Pluta Intern is expected to manage an ongoing caseload of 1 to 2 short term projects as well as an annual caseload of 1 to 2 long term research projects. The intern will actively participate in internal IHDA strategy discussions regarding the policy and research agenda. The intern is also expected to produce at least one white paper on a current or emerging affordable housing issue in Illinois during the year-long internship.

The Bill Pluta Policy and Research Internship is expected to focus on statewide issues in affordable housing and will be asked to maintain a connection to "downstate Illinois" and difficult-to-house populations in all activities. The intern may be asked to coordinate with State Agencies, legislators, as well as regional and local organizations throughout Illinois. Bill Pluta Interns must be currently enrolled in a public Illinois college or university (preferably located outside of the Chicago region). This internship may be conducted remotely to encourage statewide applicants - in-person meetings may be requested throughout the internship. The ability to travel throughout the state of Illinois is strongly recommended.

Responsibilities:

- Maintain an essential review agenda of a variety of Affordable Housing newsletters (NAHRO, NAAHL, NCSHA, etc.), legislation, and policies. Participate in some statewide organizational meetings and conferences as appropriate and as assigned (GRAC, Rural Partners, ILNAHRO). Provide weekly summaries of reviews.
- Participate in legislative calls, discussions, and meetings internal to IHDA and with statewide and national advocates.
- Direct participation in IHDA "Special Initiatives" discussions to align research and legislative agendas – discussions coordinated between SPAR department and External Relations group.
- Identify new program requirements as well as holes/needs to administer new program requirements – coordinate with SPAR staff to prepare to address requirements.

- Share information gained from involvement in membership organizations, local state and national advocacy, etc. with appropriate IHDA representatives and departments.
- Participate in the development and distribution of a regular “SPAR Newsletter” distributing policy and legislative analysis as well as research findings.
- Provide written and verbal legislative analysis as requested by IHDA’s Legislative Team (External Relations) – including, but limited to pending State and Federal Legislation
- Promote effective use of Agency resources via research of housing needs and regulations.
- Provide insight to the SPAR Research Agenda
- Research, produce, and present at least one White Paper on an Affordable Housing topic from the SPAR research agenda.
- Participate in ongoing Housing Blueprint planning endeavor
- Attend Housing Task Force meetings and provide research and recommendations to Annual Comprehensive Housing Plan
- Attend Affordable Housing conferences in Illinois
- Additional duties as assigned.

Experience:

- Open to undergraduate or graduate students with a keen interest in Illinois Affordable Housing. Undergraduate candidates should be enrolled for at least 2 whole years at the beginning of the internship.
- Candidate must be enrolled in a public college or university in Illinois. Preference is for interns to be enrolled in a college or university located outside of the Chicago Metropolitan Area. Candidates studying public policy, political science, economics, urban planning, or a related discipline preferred.
- Excellent oral and written communication skills a necessity. Proficiency in Microsoft office products is a must.

To apply, submit resume to:

https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=ee890b7a-c9a4-4880-b61b-79abf60f096e&ccld=19000101_000001&jobId=419565&source=CC2&lang=en_US

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