

ORGANIZATIONAL BACKGROUND

National Housing Trust (NHT) has been dedicated to creating and preserving affordable housing for nearly 40 years. Our mission is to create and preserve affordable homes to provide opportunity and strengthen community resilience through our integrated policy-plus-practice approach. We build, preserve, and finance affordable housing and use that expertise to inform and advance resident-focused solutions to strengthen the broader affordable housing industry.

NHT has a staff of nearly 60 across five program areas: Policy, Lending, Real Estate Development, and Community Outreach and Impact. Our hallmark is our cross-functional, integrated approach to innovating, demonstrating, and amplifying solutions for affordable housing, resulting in resilient homes for low-income households to live and thrive.

ABOUT THE POLICY TEAM

The Housing Policy Fellow will work with NHT's Policy team of talented and mission-driven professionals who work to protect and expand the supply of affordable housing, modernize affordable housing finance, and advance policies that connect housing with health and resilience. The Policy team seeks to achieve lasting change by:

- Identifying obstacles that stand in the way of progress and promote solutions to creating resilient affordable communities.
- Building partnerships both within and outside the housing industry to harness wide-ranging cross-sector expertise.
- Promoting people-centered solutions rooted in the real-life experiences of affordable housing residents, providers, and communities.
- Advancing evidence-based policy solutions with policymakers, lenders, developers, affordable housing practitioners, and residents.

POSITION

The Housing Policy Fellow will provide direct support to the Policy team to advance informed and tested solutions. The Housing Policy Fellow will leverage and build on NHT's existing research on the Low Income Housing Tax Credit program, the nation's largest affordable housing program. The position will support new areas of research aimed at creating a more effective program that supports the preservation and development of affordable housing for all low-income households. Additionally, the Housing Policy Fellow will support the team's technical assistance activities, where we partner directly with communities across the country to accelerate the production and preservation of affordable housing within a broader community scale to ensure people and places thrive.

This position reports to the Senior Manager for State & Local Policy at NHT.

This position is DC-based and qualifies for a hybrid work schedule, working a minimum of two days per week at NHT's corporate office.

RESPONSIBILITIES

ADVANCE LOW INCOME HOUSING TAX CREDIT RESEARCH

- Review, capture, and analyze relevant qualitative data related to the Low Income Housing Tax Credit program for all 50 states, as well as Chicago, New York City, and Washington, D.C.

- Summarize key policy trends and best practices into written deliverables such as, but not limited to, topic-specific Infobriefs and blogposts. Written deliverables will be based on data analysis in addition to stakeholder interviews with industry experts and employees of Housing Finance Agencies, to connect theory to practice.
- Participate in virtual or in-person presentations of key research findings, supporting efforts to design visually engaging means to share research through PPTs and report graphics.

SUPPORT TECHNICAL ASSISTANCE

- Support Policy team efforts to provide technical assistance to support communities across the country develop and implement solutions that help preserve and bolster the supply of affordable housing, including but not limited the allocation of affordable housing funding resources and the development of solutions to preserve existing affordable housing at risk of loss.
- Research best practices in housing preservation and housing finance, as directed. Tasks could include: document review, interviews with stakeholders, data analysis and/or literature review.
- Support the successful delivery of NHT work products delivered through technical assistance contracts, as directed, which could include: professional report writing and/or participation in client calls and meetings.

DOES THIS SOUND LIKE YOU?

This is an extraordinary opportunity for an emerging professional and/or graduate student familiar with the affordable housing industry, particularly one with insights or experience related to affordable housing finance and/or development. Other qualifications include:

- Commitment to NHT's mission, including a deep dedication to assisting low income families to create and access opportunities to thrive;
- Bachelor's or Master's degree in fields related to housing finance, policy analysis, public administration, or planning, with preference for those with prior relevant work experience;
- Familiarity with the current landscape of affordable housing challenges and opportunities;
- Exceptional attention to detail and capacity to manage significant amounts of data;
- Strong research and writing skills, with a proven ability to distill complex issues for a variety of audiences;
- Detail-oriented, self-starter who relishes multitasking and demonstrates strong organizational skills;
- Excellent communication and interpersonal skills, works well in collaboration with team members;
- Resourcefulness, with the ability to deliver results in an entrepreneurial, dynamic environment; and

- Strong computer aptitude skills, including knowledge of Microsoft Office Suite programs.

COMPENSATION

This is a part-time temporary position, working up to 29.5 hours a week, with an anticipated start date of August 2025 and ending in June 2026. This position does not qualify for employee benefits. The Housing Policy Fellow will be paid hourly at a rate of \$22.

JOIN US

[APPLY FOR THIS JOB.](#) No phone calls.

NHT is committed to providing equal employment opportunity in all our employment programs and decisions, including, but not limited to recruitment and hiring. Equal employment opportunity is provided to all employees and applicants for employment without regard to race, color, religion, creed, sex, national origin or ancestry, age, marital status, personal appearance, sexual orientation, gender identity or expression, family responsibilities, political affiliation, disability, matriculation, genetic information, covered veteran's status or any other protected characteristic under federal, state, or local law.