

## Job Posting: 2023

### Analyst

James Lima Planning + Development (JLP+D) is seeking an entrepreneurial, analytical, and creative Analyst for our growing consulting practice. This position is **full time**. Starting date is **immediate**.

#### Who We Are

JLP+D makes the aspirational attainable. Specializing in the economics of placemaking™, we are an industry leader in urban strategy consulting. For public, private, and non-profit clients, we advise on real estate development, economic development, land use planning, public-private partnerships, and public realm strategies. We envision, develop, and implement transformative initiatives to create more vibrant, equitable and resilient places for all. Our diverse expertise helps identify and generate untapped market demand, unlock a location's unique potential to better attract talent and investment, and devise the governance and financing mechanisms to capture the value created, with an aim to maximize public benefits for communities.

Visit our website: [www.jameslimadevelopment.com](http://www.jameslimadevelopment.com)

LinkedIn: <https://www.linkedin.com/company/james-lima-planning-development>

Instagram: <https://www.instagram.com/jameslimadevelopment/>

#### What You Will Love About JLP+D

- A collaborative and fun team that thrives on making a difference in the communities we serve
- Competitive wages for high performance
- Paid holidays, including the last week of December
- PTO
- Medical/Vision/Dental insurance, with FSA/HSA options
- 401(k) Retirement Account

#### What You Will Be Working On

A set of priority projects that might include:

- Strategizing on real estate and economic development solutions for the future of downtowns, business districts, and other urban centers across North America.
- Advising on the funding and necessary policies for major infrastructure and open space improvements across the country.
- Developing workforce development strategies for municipalities and regions, including in burgeoning industries such as offshore wind development.
- Working with municipal leaders and leading real estate and economic development organizations, such as the New York City Economic Development Corporation (NYCEDC), through JLP+D's on-call economic advisory contracts.
- Other projects in the pipeline and of interest to you.

Analysts are essential members of the JLP+D team supporting complex projects, assessing everything from quantitative data to local governance nuances, and helping grow the firm's book of business. To that end, Analysts are expected to:

- Perform research and analysis (economic, demographic, market, geospatial, qualitative, case studies) to answer a client's key questions. When existing data is not available, be creative and ready to seek the best alternative solutions.
- Present ideas and findings effectively (verbal, written, graphic / visual). Translate complex information into digestible and high-impact communication tools, including the design of infographics, and make public presentations.
- Draft and produce high-quality deliverables, including written and graphic reports and presentation decks.
- Develop proposals. Help us assemble teams, develop scope proposals, and win projects for opportunities around North America.
- Support project managers. Help senior leadership draft work plans for clients.
- Interact with external stakeholders in meetings, interviews, and written communications with confidence, professionalism, and courtesy.

### **We Provide Opportunities for Your Growth**

JLP+D centers professional training and support for individual career paths with opportunities for skill-building in leadership, project management, real estate financial underwriting, and other areas of interest to you and the firm.

### **What We Are Looking For**

We look for the following traits when getting to know you:

- A deep commitment to centering people in development, improving our urban world, and working towards social, environmental and racial justice.
- The ability to apply logical approaches to complex issues and propose solutions to problems.
- The ability and willingness to ask questions and find solutions.
- The willingness to take the lead on tasks and act as a self-starter.
- A team player. We are busy and we are growing, so each team member at JLP+D supports one another in project-related as well as administrative and operational tasks, big or small.
- A Master's degree in urban studies, public policy, economics, or other fields related to JLP+D's core service areas.
- Solid command of one or more of the following fields of expertise is a plus:
  - Real estate development
  - Economic development policy
  - Open space and district-scale planning
- Exceptional writing skills.
- Strong quantitative and qualitative analytical skills.
- Software skills: InDesign (Intermediate to Advanced), Excel (Intermediate to Advanced) required and GIS and design skills preferred.
- Good organizational skills and great potential for project management skills.

- Desired but not required: Professional working experience in similar roles at consulting firms, think tanks, research institutions, and economic development agencies.

While a perfect match with the above qualifications is not a hiring requirement, demonstrating your relevant experience, skills, and core capabilities is expected.

We are looking for enthusiastic and driven team members who want to learn and grow alongside their colleagues at the firm. We are looking for someone who brings a positive attitude to work every day!

**Location / Office Attendance:** JLP+D is currently operating virtually, Monday through Friday, with occasional work outside of typical hours including evenings due to events and other project needs. It is expected that you be present in the New York City area at least one day per month for all-team meetings with specific dates to be determined with your supervisor.

**Salary range:**

\$70,000 to \$80,000 commensurate with experience.

**To Apply:**

Please send the following documents as email attachments to [jobs@jameslimadevelopment.com](mailto:jobs@jameslimadevelopment.com) with "Analyst - Full Name" in the subject line:

- Your resume
- A cover letter
- A series of work samples showcasing your writing skills, quantitative skills, and design skills (non-academic work preferred)

We are looking to fill this position quickly and will notify shortlisted candidates for next steps. We look forward to getting to know you.

*JLP+D provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type based on race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. We are committed to diversity and strongly encourage women and minority candidates to apply.*