



**Position:**

Research Manager

**Reports to:**

Senior Director of Planning and Policy

**Company Background**

Founded in 1997, the Golden Triangle Business Improvement District (BID) encompasses 43 square downtown blocks and works to enhance the public space from the White House to Dupont Circle and 16th Street, NW to 21st Street, NW. The BID's vision is for a safe, clean, attractive and user friendly downtown that confirms Washington as the premier business and entertainment destination in the region and contributes to the perception that downtown Washington is a world-class destination.

In addition to its focus of maintaining an environment that is clean, safe and welcoming, the BID is a resource for the business community by providing research and helping form partnerships between the private and public sector.

The day-to-day management is overseen by a full-time staff headquartered in the center of the BID. The BID is a non-profit 501(c)(6) corporation that elects a Board of Directors to govern its activities and is currently one of ten Washington-based Business Improvement Districts.

**Summary**

The Research Manager will take the lead in strengthening the BID's role as a resource for macro and micro-level research that aids in the continued economic growth and improvement of the neighborhood. The Research Manager will also be responsible for identifying and analyzing best practices of BIDs and other place management organizations in operations, safety, events, and capital projects. The incumbent must have a passion for transforming the urban environment and strong skills in research and analysis, project management, writing, and the ability to work with a wide variety of stakeholders and parties.

### **Primary Duties and Responsibilities**

- Evaluate proposed changes to local policies and regulations for transportation, public space, economic development and other BID related activities.
- Research and analyze key demographic and real estate data and trends.
- Produce regular reports on research and findings.
- Identify grant opportunities for placemaking, emergency preparedness, and other BID projects.
- Identify national best practices for programs and operations including capital projects, events, cleaning, homeless services and nightlife management among BIDs, similar organizations, and relevant municipalities.
- Track real estate and other business activity in the BID and surrounding areas.
- Conduct other BID-related research to assist staff.
- Establish and foster partnerships with District Government, Federal Government, WMATA and other organizations as appropriate to support goals in the strategic plan.

### **Qualifications**

- Bachelor's or Master's Degree required in one of the following: Public Policy, Economics, Real Estate, Urban Planning, or a closely related field.
- 3-5 years of work experience in one or more of: public policy, economic development, real estate, urban planning, and related disciplines.
- Knowledge of the city's plans, projects, and policies and understanding the city's budgeting process is highly desired.
- Proven record in research and analysis.
- Experience with public policy a plus.
- Self-motivated with a strong work ethic.
- Excellent interpersonal skills, including the ability to build solid relationships and support among a broad range of people and positions.

Please send your resume and cover letter by January 26, 2017 to:

[jobs@goldentriangledc.com](mailto:jobs@goldentriangledc.com)

Subject Line: Research Manager