



Karp Strategies – Consultant: Public Policy, Change Management + Stakeholder Engagement

Spring 2022 (Immediate hire)

About the Role

Karp Strategies is actively interviewing for a **full time Consultant** to join our team. The ideal candidate for this position has 3-7 years experience in community/stakeholder engagement and outreach, public policy analysis, change management, workforce development, renewable energy and offshore wind, and/or community economic development, and is comfortable working with a wide range of stakeholders to join our team as an immediate hire. This position will have a content focus on resilience, climate change, and offshore wind for part of its portfolio, and public policy, change management, and community economic development for the balance. The candidate will share our commitment to growing stronger communities and thriving economies, as well as our values toward diversity, equity, and inclusion. Consultants are key members of our team who both lead and support client and internal projects, work closely with the Karp Strategies leadership team and other companies that we may partner with, manage team members and subconsultants, and are involved with many aspects of the consulting process.

Major Job Responsibilities

- **Project manage the heck out of whatever you are working on**, utilizing schedules, project plans, project budgets, project staffing, shared file systems, and communication apps. Lead communications with client, partner firms, and internally at Karp Strategies. Maintain project schedules, ensuring that our team has the time and resources it needs to do a great job. Coordinate multiple moving pieces among team members to ensure high-quality deliverables. Oversee project administration.
- **Coach and manage Karp Strategies team members** through project delivery and via team members' professional growth and development plans. Be responsive to team member needs. Uphold culture of collaboration, continuous learning, discovery, new approaches, radical honesty, and feedback.
- **Plan and execute (currently hybrid) stakeholder engagement strategy**, including interagency (government), community (local/businesses), or other, to support development of long-term planning efforts. Work with our team to bring the magic into conference rooms and bodegas alike to advance city-changing initiatives.
- **Oversee design infographics, data visualizations, and graphic representations** of policy, process, engineering, and analytical findings to support client projects,



business development efforts, and other initiatives with Adobe Suite programs. Ranging from things as simple as agendas to as big as decks going to a client's investors, execute on translating technical information into layperson formats either independently or on a team.

- **Oversee and coordinate community economic development and change management** initiatives. Comfortability to work with community leaders, residents, and stakeholders. Lead research, policy analysis, and program development in inclusive economic development on behalf of our clients.
- **Oversee and analyze data (both quantitative and qualitative)**, ranging from policy, economic, market, real estate, and all the things the numbers miss that we gain from local stakeholders via interviews, focus groups, and hands-on activities. Determine what changes are taking place; triangulate; integrate with engineering team findings as needed. Utilize deep research skills and oversee team members to support this work.
- **Support cross-sector partnership development efforts**, including managing and nurturing strategic relationships, proposal research/writing, research on partner firms, site visits, internal operations or special projects, and being an active presence in industry associations, as needed.
- **Support and manage relationships internally and externally**, including management and development of staff members and subcontractors.
- **Work in a start-up environment** with a close-knit team and our project partners on misc. tasks, big or small, as they arise.
- **Bring your whole self, creative ideas, and secret sauce**...we are a team that values each member's uniqueness and ability to represent new ideas, different parts of the city, and strategic thinking to propel us forward as we grow.
- **Strong writing** experience is a must given the range of projects and client types.
- **Experience and interest in working with traditionally underserved populations** is preferred.
- **Multilingual written and oral skills** (particularly Spanish) are preferred for this position and highly regarded as part of our work with diverse communities across the country.
- **A deep curiosity about planning issues and an interest in incorporating an equity lens to our work is required.**

Likely Content Areas

- Clean and Renewable Energy
- Offshore wind
- Stakeholder engagement
- Program and policy implementation



- Public health
- Urban policy analysis and development
- Workforce development
- Economic and community revitalization
- Zoning analysis
- Port/waterfront industry
- Community benefits agreements
- Small businesses/industrial/manufacturing districts and access

About Karp Strategies

Karp Strategies is an urban planning strategy consulting firm that builds stronger communities and thriving cities. We partner with our cross-sector clients to identify their unique needs and provide tailored solutions. We take analysis to action to allow our clients to make better decisions – and ultimately, to build stronger communities, economies, and cities. We deeply value our holistic analytic methods, and maintain strong core values around equity, access, and community engagement when working on planning and development projects.

We work on projects around the country, with projects currently underway or starting across the NYC region and increasingly nationwide. Our team works at the sweet spot where data, people, and place intersect: we strive to understand what drives change in places, and how people, businesses, and institutions exist and can thrive within that change. We value and celebrate diversity and inclusion in our team, and we share a commitment to social, racial, and economic justice.

Karp Strategies will celebrate seven years in June, and we've grown tremendously since inception from a one person to a team of 30. As of February 2022, we are observing our hybrid protocols that require staff to be in office 2-3 days. There may be a need for in-person visits or on-the-ground outreach/engagement to facilitate project work, which will follow safety and social distancing protocols.

With current projects ranging from economic and community development planning initiatives to stakeholder analysis and engagement, from infrastructure feasibility and resiliency studies to real estate advisory, Karp Strategies is working with many of the industry's most dynamic partner firms and clients on pressing, timely challenges facing the country, region, and our city. Karp Strategies is active in the field: our team members are involved with APA-NY's Urban Design and Diversity Committees, WRISE, ABNY, IEDC, NYBC, CoreNet, OHNY, RPA, Coro, ULI....let's just say we are plugged into the action and keep our finger on the pulse.

Salary + Benefits

The salary range for the Consultant position is \$70,000-85,000. Placement of a candidate within this salary band will be based on the competencies crucial to success in the role on rated



proficiency for each area.

We prioritize health and wellness at Karp Strategies. As a full-time employee of Karp Strategies, you will have access to our Company benefits, including paid time off (vacation and sick leave), shared healthcare (medical, vision, dental), membership to One Medical, 401k retirement plan match, professional development opportunities, remote wellness programs, commuter benefits, and more. We will have summer Fridays in 2022.

Application Details

If these issues pique your interest, we'd love to hear from you. Please send a professional resume, letter of interest, and work samples (writing AND data/design) to jobs@karpstrategies.com. If you possess language skills beyond English, please share a demonstration of your capabilities. While doing all of these tasks/project types previously is not a hiring requirement, having some experience is advantageous and expected. Interested candidates should demonstrate 3-6 years of work experience in a combination of the areas of responsibility described above, and background either with government, community planning or consulting. Fluency in the Adobe Suite, particularly InDesign, is highly desired. A Bachelor's degree is required.

We encourage all who are interested to apply.

This job description for an at-will position which is an exempt under the FLSA. Karp Strategies provides equal employment opportunities to all applicants for employment regardless of their age, race, creed, color, religion, national origin, alienage, citizenship, disability, sex, gender, sexual orientation, marital status, partnership status, military status, predisposing genetic characteristics, domestic violence status, sex offense of stalking victim status, or any other characteristics protected by federal, state or local laws.