



Karp Strategies – Job Posting for Director: Economic Development + Policy Spring 2022

About the Role

Karp Strategies Directors are **senior level leaders** on our team, providing counsel and support to the CEO, overseeing projects and project teams, managing external client engagements, leading business development efforts with revenue targets, and overseeing internal initiatives. Directors manage and coach Karp Strategies team members to their highest potential, uphold our team mission and dynamic, and work with the CEO to set the pace, tone, and direction of the firm internally and externally. We see the Director as an exciting opportunity to help us grow in the vision we have created. We are looking for a Director who can lead economic development, strategic planning, policy analysis, and organizational development projects. Additional experience in stakeholder engagement is desirable.

The person in this role oversees projects in partnership with the CEO, in addition to other smaller projects. The Director is responsible for leadership in the following ways, especially for the immediate projects the candidate will be leading:

- ***Lead projects broadly in the areas of economic development, public policy, strategic planning, and organization development***, with project tasks ranging from analysis to strategy development to execution with clients. Example projects could include developing an economic development and investment strategy for a developer or municipality, supporting a nonprofit organization in articulating its vision and priorities for the next fifty years, determining how a large state agency executes a change management initiative grounded in data and best practices, and beyond. Project leadership will sometimes mean rolling up your sleeves, directly interfacing with clients, and always means coaching project managers and KS staff members.
- ***Provide senior leadership on selected projects***, including overseeing strategy development, execution, and analysis through outstanding project and program management. Support other select projects as needed. Together with the CEO, oversee Karp Strategies team members directly or indirectly. Provide oversight of project budget and workplan. Engage and manage relationships with external agencies, clients, stakeholders, and subconsultants. Develop and review work products of all types. Maintain Karp Strategies' brand of excellence and mission-driven approach throughout.
- ***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.
- ***Lead and support business development and marketing efforts*** to continue to build Karp Strategies' core areas and bring in new business to increase revenue and profits. Represent the firm at industry events, via social media, in thought leadership capacity,



KARP STRATEGIES

URBAN PLANNING ADVISORS

with teaming partners and outside organizations. Develop strategic relationships and bring in consulting opportunities, either as developed work or RFPs. Support and oversee proposal development, interviews, and execution. Business development is a smaller part of this role.

- **Support internal initiatives** (operational, administrative, coaching, DEIB working group) as needed. Examples include special thought leadership initiatives, overseeing an internal change management initiative, reviewing our new website, or spearheading a recruitment.
- **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.

What We Seek

Directors should demonstrate 8-15 years of work experience in the above areas of responsibility, and background either in government, economic development, policy, civic engagement, community-based planning, consulting, or a related field. You must be well versed in economic development and public policy and must have experience overseeing multidisciplinary teams. You are also someone who loves fast paced work with people who love what they do, and who love working together – we are some of the most engaged, passionate people around.

Required:

- Research experience (qualitative, policy, quantitative economic/demographic, etc)
- Analysis experience (quantitative and qualitative, market analysis, policy, economic/demographic, built environment, zoning, physical)
- Policy expertise
- Strong professional network
- Experience in working with underserved populations
- Commitment to DEIB in your professional practice
- Experience supervising staff and projects
- Experience managing subconsultants
- Strong writing skills
- Some experience with legal, administrative, HR support/execution a plus
- Fluency in Indesign/Adobe a plus

Desired:

- 8+ Years project management experience
- Multilingual candidates a plus
- Experience with a financial oversight
- Experience leading business development and marketing efforts
- Experience with community engagement projects

Salary + Benefits

The salary range for a Director is within a band of \$110,000-145,000. 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 ample 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 also have a Summer Friday schedule in 2022.

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.

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 work experience in a combination of the areas of responsibility described above, and background either with government, community planning or consulting.

We encourage all who are interested to apply.

This is a paid position, with additional opportunities for professional training, skills development, and networking. We are interviewing on a rolling basis.

This job description for an at-will position which is 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.