All County Housing Study Job Opportunity

Background
- OU and Integra Realty Resources (IRR) in partnership will build 77 county housing studies in an effort to quantify supply and demand characteristics of single family and multifamily residential housing.
- The study will also investigate issues pertaining to disaster resiliency, assessment of fair housing and homelessness on a statewide basis.
- The study will be developed and completed during the 2015 calendar year.

Employment Opportunity
- Integra Realty Resources will oversee data collection which will occur during the summer of 2015. IRR will hire up to 10 individuals to collect and compile local data. The job duties include travel to cities throughout the state to conduct personal interviews with local public officials, property owners, real estate professionals, and business leaders. Locally gathered information will then be organized, compiled, and combined with available online information. The combination of the locally gathered data and online data will form the basis of each county housing study.

Required Skills and Proficiencies
- Good familiarity with the Microsoft Office suite (Version 2007 or newer)
- Good verbal communication and interview skills
- Strong research and analytical skills
- As the study will require extensive travel, candidates will be required to provide their own transportation and possess a valid driver’s license

Required Applicant Documents
- Resume
- Cover Letter
- List of References
- Writing Samples

Employment Compensation
- $15 / hour with anticipated 40 hour work weeks during the summer of 2015, part-time work potentially available during the fall of 2015
- Mileage Reimbursement (standard IRS rate)
- Per diem reimbursement for meals and occasional hotel stays (standard IRS rate)

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