

**The Investment Integration Project (TIIP)
Research Assistant – Income Inequality**

POSITION DESCRIPTION. The Investment Integration Project (TIIP) is seeking a part time, temporary **Research Assistant** to collect and analyze data for TIIP’s initiative focused on the relationship between income inequality and investment decision making. The Research Assistant will help to develop various reports and other publications that help investment stakeholders understand how they can positively influence income equality in support of global sustainability and to protect their bottom lines.

Responsibilities:

- Conduct literature reviews.
- Collect and analyze data on investors’ existing and planned approaches to addressing income inequality.
- Participate in project telephone interviews (take notes, synthesize, and analyze interview data).
- Assist with production of research briefs, reports, presentations, and other research deliverables (as needed).
- Assist with designing studies and assist with proposal development (as needed).
- Other research tasks as assigned.

QUALIFICATIONS. The ideal candidate will display exceptional attention to detail and be highly-motivated with outstanding analytical ability and writing skills.

Required:

- Bachelor’s degree with a strong academic record in relevant disciplines (including but not limited to finance, business, economics, political science, or public policy); graduate degree preferred.
- Knowledge of Environmental, Social, and Governance (ESG) integration, responsible investment, impact investment and/or related investment practices.
- Knowledge of investment concepts, practices, and terms.
- Demonstrated writing, research and presentation skills, including the ability analyze qualitative and quantitative data and clearly report results to various stakeholder groups and audiences.
- Commitment to research rigor; strong organizational skills; ability to work both as a team member and independently.

WORK STATUS. Part time (approximately (and no more than) 20 hours per week).

LOCATION. Remote; ideal candidate located in New York, NY or Boston, MA but candidates in other locations encouraged to apply.

RELEVANT DATES. January 2020 through March or April 2020.

COMPENSATION. \$25.00 per hour.

TO APPLY. Email a cover letter, resume, and two writing samples to Jessica Ziegler, Director of Research, at jziegler@TIIPProject.com.

ABOUT TIIP. TIIP develops tools for pursuing system-level investing, an advanced sustainable investing strategy for managing systemic risks and investing in solutions to systemic problems (e.g. climate change, income inequality, economic crises). See <https://www.tiiproject.com/>.

ABOUT TIIP'S INCOME INEQUALITY INITIATIVE. Building on our prior work developing a preliminary roadmap for investor action on income inequality, TIIP is embarking on a series of projects focused on providing investors with tools and resources for how to address the issue. This includes:

- Developing practical guidance and tools to assist investors in addressing income inequality.
- Convening a permanent, formal, investor-led network dedicated to enabling comprehensive and effective investor consideration of income inequality and its underlying causes in investment decision-making.
- Disseminating best practices for conducting income inequality-focused due diligence, measuring investors' impact and influence on income inequality, and demonstrate who is doing what, who is doing better, and what works.

Together, these activities will provide investors with the foundational information and guidance for (a) understanding income inequality as a systemic social issue that threatens their portfolios and the broader financial system; (b) applying frameworks for investor action on these issues; and (c) monitoring their contributions to the issue and to its solutions.