



**Strengthening  
nonprofits and  
the communities  
they serve.**

*Sharing a mission of change*  
SINCE 1988 CELEBRATING 30 YEARS

**Illinois**

333 South Wabash Ave.  
Suite 2800  
Chicago, IL 60604  
312 629 0060

**Indiana**

The Platform  
202 East Market St.  
Indianapolis, IN 46204  
317 860 6900

**Michigan**

3011 West Grand Blvd.  
Suite 1715  
Detroit, MI 48202  
313 309 7825

**Missouri**

911 Washington Ave.  
Suite 203  
St. Louis, MO 63101  
314 588 8840  
  
3105 Gillham Road  
Kansas City, MO 64109  
816 335 4200

**Ohio**

500 South Front St.  
Suite 125  
Columbus, OH 43215  
614 484 1811

**Wisconsin**

215 North Water St.  
Suite 225  
Milwaukee, WI 53202  
414 563 1100

**IFF**

**Position Description**

<b>Title:</b>	Senior GIS Analyst
<b>Reports to:</b>	Vice President of Research and Evaluation
<b>Department:</b>	Social Impact Accelerator – Research and Evaluation
<b>Department Function:</b>	IFF’s research and evaluation practice informs IFF’s strategic investments and produces actionable data for community partners – nonprofits, foundations, and municipalities. IFF also publishes place-based needs assessments, especially in the fields of early childhood and K-12 education.

**The Organization**

IFF is a mission-driven lender, real estate consultant, and developer that helps communities thrive by creating opportunities for low-income communities and people with disabilities. Key to our success has been a deep sense of purpose, a broad perspective, and a relentless focus on achieving positive results. Social return can coincide with financial return.

Across the Midwest, we help clients from every sector, including human service agencies, health centers, schools, housing developers, and grocery stores. Our staff of nearly 100 professionals works from our Chicago headquarters, and we also serve the Midwest from six regional offices: Indianapolis, IN; Detroit, MI; Minneapolis, MN; St. Louis, MO; Columbus, OH; and Milwaukee, WI.

IFF is a Community Development Financial Institution (CDFI) certified by the U.S. Department of the Treasury. We are the largest nonprofit CDFI in the Midwest and one of only a few nationally to earn the AERIS five-star, triple-A, policy-plus rating. Since 1988, we have made more than \$700 million in loans, leveraged \$2.3 billion in community investments, and grown our total managed assets to \$606 million.



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### **Basic Job Function**

Tapping into a passion for improving the world by strengthening nonprofits, the Senior GIS Analyst solves real-world problems using spatial analysis, statistics and modeling. The Senior GIS Analyst's responsibilities will include analyzing the spatial relationships and distribution of services (education, healthcare, fresh food, human services etc.) to locate need for services; innovating methodologically and developing models to predict where to invest and expand services to improve the lives of low-income and disabled populations; managing spatial analytic projects, from collecting and cleaning data to mapping data to extracting actionable insights from trends, patterns and spatial relationships; and presenting spatial analytics in high-quality maps and written materials. The GIS Analyst must be curious about spatial relationships and its related software technology and show a strong commitment to and passion for ongoing independent learning.

### **Job Duties and Responsibilities:**

1. In large-scale team projects, responsible for mapping support, spatial analytics and actionable insights to guide nonprofits, foundations and government agencies in their investments and strategic plans.
2. Innovates methodologically on spatial statistics, frameworks, models, data representation and tools that support IFF and its partners. Contributes to IFF and its partners, as learning organizations, to advance their transformational impact on low-income and disabled communities.
3. Manage shapefiles and spatial database using existing protocols, and wrangle large, complex datasets to easily consumed, aesthetically appealing and visually impactful maps.
4. Present place-based and spatial relationships findings and contribute maps and written materials to reports, publications and proposals. Develop and implement spatial statistical models and other analytics to support strategic and analytical thinking vis-à-vis identifying spatial relationships, patterns and trends.
5. Participate on staff inter-departmental teams to complete multi-disciplinary research projects that provide solutions to internal and external clients.



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6. Continuous professional growth and development, and life-long learning that goes above and beyond required job knowledge and skills and core professional competencies.
7. Attends and participates in required educational programs and staff meetings. Develops and completes annual professional development plan-- in consultation with supervisor.

**Performance Measures:**

1. Successful completion of projects and project support according to budget, timeframe and goals set forth at the beginning of each project and department's policies and procedures.
2. Research and mapping products consistently high-quality. Written drafts, outlines, analyses, visualizations, tools, reports and oral presentations are complete, accurate, comprehensive and clear. Appropriate supporting material and visual aids are well-utilized and enhance oral and written presentation. Written and oral presentations are well-organized, persuasive and communicate actionable insight(s).
3. Relationship-management and communication with internal and external clients is client-centered. It is focused on informing and guiding high-impact and actionable outcomes. Clear and consistent communication with clients and colleagues on progress of project. High level of colleague and client satisfaction with respect to services and analytics provided; and reports, tools and visualizations produced.
4. Quotidian engagement with clients, colleagues, sectors and professional development embodies value of life-long learning. Consistent focus on high-impact, actionable research. Innovates to support clients and IFF as learning organizations.



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5. Cultivates a culture of openness in information sharing. Encourages open communication, cooperation, and the sharing of knowledge.
6. Models personal accountability that promotes ownership and engagement.
7. Builds and maintains effective working relationships with colleagues, peers and team members.
8. Values and supports differences in others, contributing to an inclusive work environment. Demonstrates the ability and willingness to communicate effectively with people of diverse backgrounds and experiences to create a collaborative, collegial, and caring community.
9. High level of satisfaction with both internal colleagues and external contacts.

**Position Qualifications:**

Education: Master's Degree required, preferably in data science, cartography, geography, urban studies, planning or other related social science fields.

Previous Experience: Minimum of five years of related experience. Experience will demonstrate progressively increased responsibility for GIS technical implementation and strategic support of enterprise-level support.

Special Knowledge & Skills:

1. Passion for IFF's mission. Knowledge of, experience in or willingness to learn about nonprofits, community development and issues facing low-income communities is essential.
2. Advanced proficiency in ArcGIS Desktop, ArcGIS Model Builder, Web Application Builder, and related GIS software programs required. Developer



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skills in ArcGIS beneficial. Intermediate to advanced knowledge of SQL, Python, JavaScript, HTML5, MS Access, MS Excel, MS PowerPoint strongly preferred.

3. Intermediate to advanced knowledge of in IBM SPSS Statistics or related statistical software programs with demonstrated ability to quickly learn how to write syntax in SPSS; advanced proficiency in Microsoft Office suite required with preference for experience with excel macros preferred.
4. Exceptional knowledge of and analytic skills in spatial relationships, geography, spatial statistics and urban studies required; and exceptional knowledge in either demographic, healthcare, educational, housing or economic data.
5. Advanced critical thinking skills, exhibited by the ability to take information from a wide variety of sources and synthesize/analyze the information in the context of a research project.
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7. Demonstrated knowledge and experience of research principles, analytics and applied research design.
8. Ability to communicate research findings visually, orally and in writing to diverse and varied audiences.
9. Ability to work independently and as part of a team.

Unusual Requirements: Minimal regional travel may be required. Occasional evening and weekend work.

**Application Instructions:** Please submit a cover letter, resume and salary requirements to [careers@iff.org](mailto:careers@iff.org) with “Senior GIS Analyst” in the subject line.

*IFF values equity, diversity and inclusion as part of its mission to strengthen nonprofits and the communities they serve. IFF is an equal opportunity employer.*