GSD RA job postings should include the following information:

- Position title
- Description of responsibilities
- Required qualifications
- Preferred qualifications
- Any additional details
- Hours per week or per project; and whether it is over the course of semester, academic year, or summer term
- Application instructions (including name and email address)

Open roles should be posted on CREATE. For questions or more information please contact Career Services at career@gsd.harvard.edu

Sample Posting for Research Assistant:

**Housing Finance RA, Joint Center for Housing Studies**

The Joint Center for Housing Studies seeks a part-time (5-10 hours/week) graduate student research assistant to carry out quantitative and qualitative research on the US housing finance system. The student will assist a JCHS senior industry fellow who is writing working papers and other Center publications on possible reforms to the current US housing finance system.

The RA’s primary responsibilities will be to:

- Find, analyze, and summarize data on issues related to housing finance
- Conduct background research on the political economy of housing finance reform
- Research and write summaries of notable entities involved with housing finance

Seeking demonstrated abilities to:

- Conduct independent research
- Prepare basic financial analyses
- Succinctly write up findings
- Using Microsoft Excel and PowerPoint, create charts and graphs in formats suitable for publication by the Center

Preferred abilities:

- Familiarity with housing policy and financing

The position is a fall-term appointment with the possibility of continuing into the spring semester. The RA will receive an hourly wage commensurate with their experience (at minimum will meet union rate).