



Fifth Avenue Committee
Our Community. Our Future.

Job Description **Tenant Organizer**

Status: Non-Exempt

Unit: Organizing & Advocacy

Position: Full-time, 35 hrs/week

Fifth Avenue Committee (FAC), is a nationally recognized South Brooklyn based, non-profit comprehensive community development corporation and NeighborWorks America member formed in 1978 whose mission is to advance economic and social justice by building vibrant, diverse communities where residents have genuine opportunities to achieve their goals as well as shape the community's future. FAC works to transform the lives of over 5,500 low and moderate income New Yorkers annually so that we can all live and work with dignity and respect while making our community more equitable, sustainable, inclusive and just.

To achieve our mission FAC develops and manages affordable housing and community facilities, creates economic opportunities and ensures access to economic stability, organizes residents and workers, offers student centered adult education, and combats displacement caused by gentrification. In addition to our grassroots neighborhood work, we are actively involved in broader coalitions and campaigns.

Responsibilities:

Working closely with FAC colleagues and FAC's affiliate Neighbors Helping Neighbors. The Tenant Organizer will organize low and moderate income Brooklyn tenants, especially tenants in Coney Island and its neighboring areas in South Brooklyn living multi-family properties that are facing poor conditions and/or risk of displacement due to a number of factors including buildings owned by or suspected of being owned by Predatory Equity (PE) firms. The organizer will do building outreach and education, and support the organizations of tenant associations to win better housing conditions, address landlord harassment and to stabilize their housing. Working with partner organizations and legal service providers, the Tenant Organizer will help to inform strategy, propose policies and/or identify potential impact litigation opportunities as part of broader organizing efforts to address the the needs of low and moderate income tenants living multi-family properties that are at risk. The Tenant Organizer will also provide one on one advocacy for tenants and/or refer tenants for services, as needed. The Tenant Organizer must be available some evenings to accommodate outreach and organizing during nonworking hours.

Duties include:

- Door to door tenant outreach in multi-family properties that are facing poor conditions and/or risk of displacement to engage and organize tenants.
- Facilitating tenant association meetings in buildings and developments.
- Training tenants to take active roles in the organization and formation of tenant associations in their buildings.
- Support the Organizing and Advocacy team and relevant partner campaign events such as press conferences, trainings, meetings, hearings and demonstrations.
- Mobilizing tenants in Brooklyn to take active roles in the local, borough and citywide

campaigns and attend relevant campaign events such as press conferences, trainings, meetings, hearings and demonstrations.

- Representing FAC and FAC affiliate, Neighbors Helping Neighbors (NHN), at relevant meetings with elected officials, partners, coalitions and events, as needed and assigned.
- Providing one on one advocacy for tenants in multi-family properties that are facing poor conditions and/or at risk of displacement, as needed.
- Referring internally to FAC or NHN or externally to partners for relevant eviction prevention assistance and/or housing/legal counseling assistance, as needed.
- Provide day to day task supervision and support to Tenant Activists, Interns, volunteers, VISTA/AmeriCorp members, as needed.
- Inputting data and maintain case files accurately and timely as required.
- Perform administrative functions to ensure contract and grant compliance.
- Participating in unit meetings, staff meetings and trainings.
- Other responsibilities as assigned.

Qualifications:

- Minimum 1 year experience working in coalition on a campaign or campaigns that emphasize community organizing and base-building is a plus.
- Minimum 1 year experience in tenant organizing, tenant advocacy and/or eviction prevention; experience maintaining an active case load is a plus.
- Strong knowledge of NYC housing rules and dynamics.
- Excellent interpersonal and problem-solving skills.
- Enthusiasm and respect for racial, ethnic and economic diversity.
- Experience working with low-income populations is required.
- Strong writing, data management, administrative and computer skills required (Word, Excel, Access).
- Demonstrated appreciation for link between individual advocacy and community organizing.
- Bi-lingual in English and Russian, Mandarin, Cantonese, or Spanish preferred.
- Commitment to FAC's mission of economic and social justice.

Compensation:

\$41k to 44k annually (\$22.53 to \$24.18 per hour) - commensurate with experience. Excellent benefits package including full health and dental insurance (following a 90 day waiting period), group life insurance, accrued paid time off and access to retirement savings and flexible spending plans.

To Apply:

E-mail cover letter with resume and salary requirements with "FAC Tenant Organizer" in the subject line by **December 13th, 2019** to:

Fifth Avenue Committee, Inc.
Attn: Tenant Organizer
621 DeGraw Street
Brooklyn NY 11217
jobs@fifthave.org

Please, no phone calls!

*Women and people of color and local residents are strongly encouraged to apply.
FAC is an equal opportunity employer (EEO).*