



Position Announcement

625 Jamaica Avenue
Brooklyn, NY 11208-1203

T 718 647 2800

F 718 647 2805

info@cypresshills.org

cypresshills.org

Cypress Hills Local Development Corporation (CHLDC) is a not-for-profit community development organization serving 8,000 residents a year through a comprehensive array of housing preservation, economic development, community organizing and youth and family support services programs and projects. With community residents leading the way, the mission of Cypress Hills Local Development Corporation is to build a strong, sustainable Cypress Hills/East New York, where youth and adults achieve educational and economic success, secure healthy and affordable housing and develop leadership skills to transform their lives and community.

Position: Outreach Specialist

Cypress Hills Local Development Corporation has an opening for **one (1) full-time Outreach Specialist** in the Community Organizing and Advocacy Division. This position will be part of CHLDC's East New York displacement prevention initiative which will pioneer a holistic approach to displacement prevention that encompasses a data-driven early warning system; extensive outreach and education to low income renters, homeowners, small businesses and manufacturers; engaging houses of worship and public schools in education efforts; ramped up housing counseling and business assistance; and policy advocacy and community organizing around land use actions and programs/financing needed by vulnerable populations in East New York. CHLDC hopes to enlist residents, merchants, manufacturers, houses of worship, schools and other community based organizations in a neighborhood wide campaign to track, get ahead of and combat displacement of low income renters, homeowners and other vulnerable populations in East New York.

Principal Duties:

- Conduct outreach to East New York residents, merchants, manufacturers, houses of worship, schools and other community based organizations
- Connect these stakeholders to needed services, such as tenant counseling, homeowner counseling, and youth and family services
- Connect these stakeholders to community organizing opportunities, such as tenant organizing, merchant organizing, and neighborhood-wide organizing for a fair and just East New York (through the Coalition for Community Advancement: Progress for East New York/Cypress Hills)
- Establish and lead outreach plan that engages residents and community institutions and ensures robust neighborhood participation and investment in the programs
- Maintain the Coalition for Community Advancement's Facebook page
- Recommend new methods of communicating with audiences such as apps, group text messages, automated phone calls, webinars, podcasts, or other social media outlets.
- Demonstrate commitment to leadership development, community building, and community organizing as strategies for social change

- Perform other duties as assigned as necessary for the success of the displacement prevention program

Position Requirements:

- Bachelor's degree preferred
- Excellent oral and written communication skills
- Some experience in outreach
- Good relational skills and demonstrated proficiency working in a community-based setting
- Bilingual English/Spanish required
- Work Monday-Friday, including some evening hours, and occasional weekend hours

Supervision: Report directly to the Director of Community Organizing and Advocacy

Compensation:

- \$40,00 annually. We offer a very competitive benefits package.

To Apply:

Please forward cover letter, resume, and three (3) references to Juliaw@cypresshills.org

CYPRESS HILLS LOCAL DEVELOPMENT CORPORATION IS AN EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER AND IS COMMITTED TO WORKPLACE DIVERSITY AND INCLUSION.

We are an equal opportunity employer and do not discriminate in hiring or employment on the basis of race, color, religion, national origin, gender, marital status, sexual orientation, age, disability, veteran status, or any other characteristic protected by federal, state, or local law.

We promote recognition and respect for individual and cultural differences, and we work to make our employees feel valued and appreciated, whatever their race, gender, background, or sexual orientation.

We offer competitive salaries, excellent benefits, and a pleasant working environment. Salary is based on a nonprofit scale and commensurate with experience
EOE Minorities/Women/Disabled/Veteran