



JOB ANNOUNCEMENT: Director of Organizing & Advocacy

Unit: Programs/Organizing & Advocacy

Employee Type: Full-Time, 35 hours/week

Status: Exempt

Fifth Avenue Committee, Inc. (FAC) is a nationally recognized South Brooklyn-based, non-profit community development corporation and NeighborWorks America chartered member formed in 1978 whose mission is to advance economic, social, and racial justice through integrated, community-centered affordable housing, grassroots organizing, policy advocacy, and transformative education, training, and services that build the power to shape our community's future. FAC works closely with its affiliate, Neighbors Helping Neighbors (NHN), a non-profit, community-based organization whose mission is to promote racial justice while empowering low- and moderate-income New Yorkers to fight for, secure, and maintain quality housing and build financial assets. NHN is also a HUD-approved housing counseling agency providing foreclosure prevention services, homebuyer education, and tenant organizing and advocacy. Together, FAC and NHN work to transform the lives of over 7,500 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.

Position Overview

The Director of Organizing & Advocacy will lead the organizing and advocacy (O&A) work of FAC and its affiliate, Neighbors Helping Neighbors (NHN), overseeing a \$1.1 million budget and a team of eight staff (4 full-time and 4 part-time) based in two separate offices. This role includes tenant organizing and eviction prevention, anti-displacement efforts, expanding and preserving affordable housing, accountable development, environmental and climate justice, and other community-building initiatives.

Organizational Relationships

- **Reports to:** Director of Programs
- **Supervises:** Directly supervises 1 Organizing & Advocacy Coordinator, 2 Lead Tenant Organizers, 1 Lead Organizer (part-time), and 1 Tenant Organizer; indirectly supervises 1 Lead Organizer (part-time), 1 Outreach Specialist (part-time), and 1 Community Organizing Specialist (part-time)
- **Works Closely With:** Executive Director, Community Services Manager, Director of Adult Education, Homeownership Program Manager, Director of Housing Development

Responsibilities

- **Staff Supervision & Development**
 - Supervise O&A team members, providing oversight and coaching to meet organizational, departmental, and/or campaign goals and adapt as needed
 - Establish clear roles, responsibilities, workflows, and accountability systems to ensure work plans, funding compliance, and accurate data tracking are consistently achieved
 - Lead hiring, onboarding, training, and professional development of all O&A staff

- Foster a supportive, collaborative, and sustainable team culture that prioritizes staff wellbeing and growth
- **Program & Organizational Leadership**
 - Set and guide the overall strategy for FAC and NHN's organizing and advocacy work in alignment with FAC's mission and strategic plan and in consultation with the Executive Director and Director of Programs
 - Translate organizational priorities into clear campaign goals, work plans, and success metrics and ensure that organizing activities support power-building, housing and community stability, and systemic change
 - Regularly assess political, policy, and community contexts to adapt strategy as needed
 - Develop strategic opportunities for mission-aligned growth, through new campaigns and initiatives, while maintaining accountability to our stakeholders
 - Participate as a member of FAC/NHN's Management Circle and work with senior management to contribute to organizational decision-making, budgeting, and planning
 - Foster cross-departmental collaboration with housing development, affordable housing marketing, homeownership counseling, adult education, community services, and other units/affiliates
- **Data, Reporting, & Compliance**
 - Ensure accurate and timely data collection, entry, and reporting in Salesforce and partner/funder databases/tracking systems across O&A programs
 - Work closely with data and evaluation staff to monitor outcomes, dashboards, and performance indicators
 - Use quantitative and qualitative data to assess impact, identify gaps, and drive continuous improvement
 - Execute program compliance functions necessary for funder, contract, and reporting requirements in partnership with contract management and development staff
- **Fiscal & Contract Management**
 - Develop and oversee budgets for 3 separate initiatives to ensure resources meet departmental and funder goals and are allocated as budgeted
 - Review accounting reports to ensure accurate tracking of expenditures, allocations, and program resources
 - Generate scopes of work, proposed budgets, and invoices for contracts and grants
- **Campaigns, Outreach, & Coalition Building**
 - Oversee building-based outreach, tenant association development, and leadership training
 - Support and guide tenant participation in local, citywide, and national advocacy campaigns
 - Represent FAC/NHN in coalition meetings, advocacy initiatives, and community partnerships
 - Build, engage, and support authentic, trusted relationships with community stakeholders impacted by the public policies FAC and NHN organize and advocate for and with allies who share our vision and values to make New York City more inclusive, sustainable, and just
 - Maintain strong relationships with legal service providers, community organizations, elected officials' offices, and advocacy partners
 - Conduct annual planning efforts to develop campaign(s), strategy(s), and tactic(s) to be undertaken in the upcoming year to achieve key policy, base building, and leadership development goals
- **Other**
 - Other duties as assigned

Qualifications

- Required:
 - Minimum of 4 years of experience as a campaign or organizing manager in an organization engaged in grassroots organizing and community engagement efforts focused on low- and moderate-income New Yorkers
 - Minimum of 2 years of formal management and supervisory experience
 - Demonstrated experience managing contract requirements and data reporting, including for performance-based contracts
 - Demonstrated experience managing a program or departmental budget
 - Deep understanding of NYC and NYS political structures and dynamics; NYC land use process; NYC housing issues and tenants' rights; rent stabilization; affordable housing systems; and housing policy
 - Strong writing, data management, administrative, and computer skills required (Word, Excel, Salesforce)
 - Commitment to FAC's mission of racial, economic, and social justice and building local power within the context of a locally accountable community development corporation
 - Appreciation for link between individual advocacy and community organizing and systems change work
 - Enthusiasm and respect for racial, ethnic, and economic diversity and commitment to anti-racist work
- Preferred:
 - Bachelor's Degree in related field
 - Bi-lingual Spanish/English
 - Experience as a campaign or organizing manager in at a nonprofit multi-service organization or community development corporation (CDC)

Compensation

\$90,000-\$105,000, commensurate with experience. FAC offers a competitive benefits package including full health and dental insurance (1st of month following a 60-day waiting period), life insurance, retirement savings plan, flexible spending and paid time off.

To Apply: Email cover letter and resume with "Director of Organizing & Advocacy" in the subject line to jobs@fifthave.org by March 12, 2026. No phone calls please.

Fifth Avenue Committee, Inc.
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For more information about FAC, go to www.fifthave.org.

Fifth Avenue Committee is an equal opportunity employer (EEO).