

Position:	Neighborhood Revitalization Specialist
Reports to:	Associate Director
Location:	Will County, Fairmont Neighborhood or Lockport
FLSA Status:	Full-time, Salaried, Benefits Eligible

Organization Description

Seeking to put God's love into action, Habitat for Humanity brings people together to build homes, communities, and hope. We envision a world where everyone has a decent place to live.

Will County Habitat for Humanity (WCHFH) is a locally run affiliate of Habitat for Humanity International, a nonprofit, ecumenical Christian housing organization that makes the dream of homeownership possible for low-income families. By creating an affordable mortgage, typically much less than average rental rates in the market area, we provide stability and an increase in disposable income by 20-30% or more. That increase results in outcomes that most average, and above-income makers take for granted. These outcomes include the ability to adequately feed the household; having safe and healthy living conditions; providing for a supportive educational environment that leads to increased rates of high school graduation and college degrees; having health care coverage; being involved in the community, and ultimately providing an increased sense of hope. This game-changer is the best method to break the cycle of generational poverty. WCHFH is seeking to make a long-term impact on the supply of affordable housing in Will County and the lives of Habitat homeowners.

Since 1988, WCHFH has partnered with people in our community to help them build or improve a place they can call home. WCHFH homeowners help build their own homes alongside volunteers and pay an affordable mortgage. With your support, Will County Habitat for Humanity homeowners achieve the strength, stability, and independence they need to build a better life for themselves and their families.

Job Description

The Neighborhood Revitalization Specialist is a key part of the organization's Community Engagement team, working to take the affiliate to the next level and to be the leading provider and advocate for affordable housing in Will County. This position will serve as the lead for our outreach in a newly adopted Neighborhood Revitalization effort in the Fairmont neighborhood in Lockport and serve as the local liaison, connecting the rest of the team to the community. Primary responsibilities include recruiting families for homeownership and home repair projects, identifying and developing coalitions for neighborhood revitalization, engaging with citizens, and developing partnerships with government, education, faith, civic, and business groups to leverage our effectiveness in the community, lead advocacy efforts, and engage more people in our mission. Also plays a key role in volunteer recruitment, management, and coordination across the region.

ESSENTIAL FUNCTIONS

- Work with the Community Engagement team to create a 3 to 5-year Neighborhood Revitalization Strategy, with a focus on sustainability.
- Work alongside other departments to improve effectiveness of existing programs such as volunteer management and family services, and to create new programs to address community needs.
- Partner Family Relations – Assists connecting families to partner with Habitat’s programs for homeownership and home repair. This includes applicant recruitment, screening and processing, presentation for board approval, monitoring of partner status and commitments (sweat equity, speaking opportunities, background information, etc.), preparation for homeownership (HOA information, home maintenance programs, warranty, and punch list remedies, etc.), and post-closing relationships with the affiliate.
- Neighborhood Revitalization (NR) – Coordinates efforts to recruit champions within target neighborhoods and identifies community assets in support of a long-term NR plan made up of community stakeholders and various advocates to support the initiatives identified in the planning process. This is accomplished through a series of subcommittees, each with a unique goal, all coming together to produce a holistic approach to Neighborhood Revitalization.
- Faith Relations – Connects to the local faith community to our mission. This includes developing new covenant faith partners and stewarding existing relationships. Working with other business units, they are part of a team that executes faith events (such as an Apostle’s Build and Habitat Vacation Bible School) and cultivates relationships for greater partnership commitments ultimately leading to Church-sponsored projects from repairs to homeownership.
- Volunteer Relations –Assists with all aspects of volunteering that include: Volunteer outreach & recruitment, engagement, retention, and recognition of individual volunteers and campus chapters. Coordinates with the Development and Construction departments to accommodate group build days from sponsoring organizations and special events.
- Veterans & Aging in Place Initiatives – Promotes and supports programs that target veterans and seniors for homeownership and home repairs. Identifies funding opportunities and coalitions that serve these groups, maximizing the number and impact of veterans and seniors the affiliate can serve.
- Researches and engages with other social service organizations within our NR service area to determine collaborative opportunities to address the gaps and needs of our holistic approach to neighborhood revitalization and to leverage our effectiveness in the community.
- Other duties as assigned.

QUALIFICATIONS & SKILLS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience:

- BA/BS Degree preferred (Urban Development Planning, Social Service, Social Justice)
- Familiarity with social service programs (government and private), and highly desirable to have experience in Will County
- Personal volunteer experience and commitment to volunteerism in community service

Competencies/Skills:

- Bilingual (Spanish) a plus
- Familiarity with Habitat for Humanity and affordable housing
- Ability to complement the Habitat culture, including a strong belief in the mission
- Ability to relate to individuals and appreciate diversity
- Interest in and understanding of affordable housing and working with families
- Ability to provide outstanding and inspirational leadership
- Excellent interpersonal, written and oral communication skills, including the ability to participate in public speaking events
- Strong computer skills with experience in NPO volunteer databases
- Approaches stressful situations focused on positive outcomes

COMPENSATION & BENEFITS

Will County Habitat for Humanity offers a benefits package, including medical, dental, vision, life, short-term disability, and a generous paid time off package.

Note

This job description in no way states or implies that these are the only duties to be performed by the employee(s) incumbent in this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments. All duties and responsibilities are essential functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities. To perform this job successfully, the incumbents will possess the skills, aptitudes, and abilities to perform each duty proficiently. Some requirements may exclude individuals who pose a direct threat or significant risk to the health or safety of themselves or others. The requirements listed in this document are the minimum levels of knowledge, skills, or abilities.

To Apply for this Position

Send Resumes to:

Dave Neary- Associate Director

dneary@habitatwill.org

Review of applications will begin as complete applications are received.

The organization is an Equal Opportunity Employer, drug-free workplace, and complies with ADA regulations as applicable.