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Montgomery Housing Partnership (MHP) is seeking a **COMMUNITY ENGAGEMENT SPECIALIST** to support MHP's Neighborhoods initiatives

**Who we are:** Montgomery Housing Partnership, Inc. (MHP) is an active and growing nonprofit organization, founded in 1989, that develops, acquires, rehabilitates, and builds quality apartment homes to meet Montgomery County's growing need for affordable housing. MHP's community-based projects and programs includes providing affordable rents, developing educational programs for residents to develop skills that expand their opportunities and balance their lives, and implementing neighborhood revitalization efforts in troubled communities impacted by foreclosures and economic downturn.

**Summary Job Description:** The Community Engagement Specialist works primarily in the field to develop an engaged network of MHP residents, community members, and partners to collectively build neighborhood capacity and vibrancy. The Specialist does this through direct, person to person, resident and property owner outreach and contact within MHP properties and targeted neighborhoods through facilitation of events, programs, and resident association support. Given these activities, it is expected that portions of the work will require evening and/or weekend hours.

**Primary Responsibilities:**

- Facilitate, plan, and implement community wide-meetings and community building events, such as resident meetings, festivals, block parties, movie nights, etc.
- Cultivate relationships and partnerships with MHP residents, property management, partner organizations, and community associations.
- Lead efforts among MHP and partners in developing a broad based collaborative to mobilize around critical neighborhood and County-wide issues, including advocating for policy change around preservation of affordable housing through building relationships with MHP residents and stakeholders.
- Oversee youth green club programming at selected sites, and serve as a backup instructor as needed.
- Serve as the department representative, and lead member of the Glenville Road Interdisciplinary Team (GRIT), leading community outreach activities in the Glenville Road neighborhood.
- Collect data (through surveys, field observation, etc.) to properly evaluate MHP interventions
- Disseminate pertinent information to residents (flyers, education materials, literature, etc.) on local resources and opportunities.

**Additional Duties that may be assigned:**

- Translate materials and providing other services outlined above from English to Spanish as needed, or directed.
- Supports departmental projects as assigned.
- Assist the Asset Management Group with resident relations.

**Qualifications:**

- Bachelor's degree minimum with 2-4 years related experience in community organizing and engagement.
- Appreciation and sensitivity when working with and among a diverse group.
- Willingness to engage in direct, and long-term action.
- Intermediate proficiency with MS Office software, including word, Excel, PowerPoint and Outlook.
- Proven ability to organize, and prioritize work while managing multiple projects, in multiple neighborhoods.
- Excellent interpersonal, written, and oral communication skills.
- Fluency in conversational Spanish is highly desirable.

**Compensation:** Salary will be based on applicable experience. MHP offers a competitive benefits package including medical programs, flexible spending accounts, 403(b) retirement matches, and paid time off.

**Application Process:** To apply, please submit your cover letter and resume, with salary requirements, to: [sjohnson@raffa.com](mailto:sjohnson@raffa.com). Please include the job title "Community Engagement Specialist" in the subject line of your email.