

Assistant Director of Housing & Organizing Job Posting

Who we are:

St. Nicks Alliance, a North Brooklyn based community organization, seeks to transform lives of low- and moderate-income people through employment, education, housing, elder care and social services. We do this by delivering impactful services with measurable outcomes to children, adults, and the elderly. As a civic anchor, we carry out this mission within the context of building a sustainable community for all people through the arts, environmental advocacy, and urban planning.

We are currently seeking a full-time Assistant Director of Housing & Organizing for our 306 Union Avenue location in Williamsburg, Brooklyn.

What you'll do:

The assistant director of housing & organizing is responsible for supervising the housing team, addressing issues of housing displacement by low- and moderate-income residents in North Brooklyn. They implement actions to include: building organizing; individual housing and financial counseling; and community education, to individuals and groups of residents. The position is under direct supervision of the deputy director for community preservation.

Responsibilities:

1. Provide supervision for 6+ staff: housing counselors and community organizers that work with residents at risk of displacement.
2. Coordinate the scheduling of housing counseling intakes and assessments of clients seeking one-to-one counseling about government benefits, housing rights, support to avoid displacement and improve conditions in their homes.
3. Supervise and provide direction to housing staff on actions and strategies to address individual and group housing needs both with one-on-one counseling, door knocking at distressed properties and organizing and maintaining assistance to tenant associations.
4. Plan, implement and monitor the timely completion of city, state and private contracts related to anti-displacement and tenant organizing using the case management data system for internal and external reporting.
5. Represent the organization at meetings with other local and city-wide organizations, government agencies around housing issues.

What we are looking for:

- 2+ years supervisory experience.
- possess deep knowledge of direct services; NYC & NY State Housing laws and rights; government agencies; government benefits; financial literacy training
- possess excellent interpersonal, writing, communication and strong public speaking skills
- demonstrated experience-facilitating community organizing campaigns and coalition work
- ability to work with diverse stakeholders including: community residents, community leaders, elected officials, and city and state agency representatives.
- bi-lingual English-Spanish a plus

What's in it for you:

- compensation range: \$85,000-\$90,000 per year (*The actual compensation will depend on a variety of job-related factors which may include geographic location, work experience, education, and skill level*)
- competitive benefits package (medical, dental, vision, 401k)
- 12 company paid holidays; paid vacation, sick, and personal time off
- learning & development opportunities & access to wellness programs

How to apply:

Applicants should send a resume with cover letter indicating salary requirements to St. Nicks Alliance, Attention: Assistant Director of Housing & Organizing Search to cpjobs@stnicksalliance.org

St. Nicks Alliance is an Equal Opportunity Employer that values diversity. We consider applicants for all positions without regard to race, color, national origin, religion, sex, gender identity, age, disability, alienage or citizenship status, ancestry, marital status, sexual orientation, veteran status, or any other status or characteristic protected by applicable federal, state or local laws.

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