



Position Description: Housing Health and Safety Organizer

North River Commission (NRC) seeks a full-time Housing, Health and Safety Organizer. Excellent candidates will be dynamic and engaging with strong skills in community engagement, compassion, communications, and project management. This position serves as staff to the NRC Community Health and Safety Committee and NRC Housing Committee. The Housing, Health and Safety Organizer is an essential team member for delivery of programs serving a broad range of community stakeholders. The Housing, Health and Safety Organizer reports to and is supported by the NRC Housing Health and Safety Director.

Summary

The Housing, Health and Safety Organizer is responsible for community outreach and prioritization of solutions to build community resilience, support victim families impacted by violence, deliver strategies to prevent violence, increase health equity, and increase housing stability in the Albany Park, North Park and Irving Park Community Areas. The position works in a team where responsibilities are shared and collaboration is essential. NRC's work is grounded in equity and social justice. NRC creates equity, opportunity and prosperity for all.

Background

North River Commission is a community-based nonprofit organization founded 61 years ago in 1962 by concerned residents and neighborhood institutions. NRC unites 100s of civic associations, businesses, schools, institutions and places of worship on the Northwest Side of Chicago to improve the quality of life for all constituents in our community by creating affordable housing, quality education, community health and safety, arts & cultural endeavors, environmental sustainability, open spaces, and thriving neighborhood businesses. NRC's service area encompasses Addison to Devon, the Chicago River to Cicero.

Responsibilities

Position responsibilities listed are for the Housing, Health and Safety team and are shared across the team members. Over a year, all team members will lead or assist on these responsibilities.

Community Resilience and Safety

- Responsible for broad community outreach and building community relationships and trust to foster authentic conversations about local safety challenges, an increase in violence, building more community resilience, and developing shared strategies for actions to prevent violence.
- Collaborate with Community Health and Safety Committee, board leadership and community stakeholders to establish annual priorities through community engagement and strategic partnerships.
- Facilitate and manage relationships with a broad array of stakeholders including community-based organizations, street outreach and intervention leaders, law enforcement, academics and other subject matter experts.

- Organize community events, forums, panel discussions to provide space for community members to speak to their experiences; celebrate community pride by highlighting organizations, leaders, and advocates who support public safety and health; and keep the community informed around violence prevention efforts and resources.
- Actively participate in forums, meetings and strategy sessions with community members and key stakeholders.
- Engage with youth and victims directly impacted or at high risk of being impacted by violence to connect to programs, others peer agencies, and available resources.
- With staff and board members, identify and secure funding for health and safety priorities from philanthropic, government, corporate and individual sources.
- Work effectively in a team of organizers and managers to achieve shared objectives and report on performance to community stakeholders including board members, peer agencies, and funders.

Health

- Coordinate outreach, education, and engagement strategies to link people to social services or other needed assistance.
- Responsible for building relationships and trust to allow for honest conversation about local health challenges, which may vary from chronic disease, opioid overdose, gun related injury or death, infant mortality, to infectious disease.
- Responsible for disseminating public health materials and messages to improve health literacy and health awareness, and improve health care access for community members.
- Work across different sectors to ensure broad participation of youth, seniors and families as well as across identity and racial groups.
- Collect data from surveys, focus groups, community meetings and other outreach activities, analyze data and develop reports, including performance reports.

Housing

- Provide support and technical assistance to tenants and landlords in partnership with Chicago Department of Housing, including direct one-on-one support, workshops and information sharing.
- Develop and maintain relationships with landlords for placements of new tenants and connecting them to resources for building improvements and energy efficiency.
- Programming and management oversight at Mayfair Commons Senior Housing Center, a low-income affordable rental building with 97 units and 116 senior residents.
- Collaborate with the NRC Housing Committee and the committee chair(s) to schedule meetings, plan agendas, and organize participation in those committee meetings from NRC members and other local organizations.
- Collaborate with economic development staff in development of affordable housing including creation of new workforce housing, preservation of existing affordable housing, new ADU's, as well as evaluation of proposed developments within the agency service area.

- Provide thorough, accurate and timely financial and monthly program performance reporting on the TACOM grant from Chicago Department of Housing.

Organization

- Collaborate with NRC staff, leaders, and community members for delivery of NRC objectives and engagement of communities to identify and prioritize actions through meetings, direct outreach, and organizing.
- Assist with resource development including grant making and contracts with Executive Director and fundraising consultants.

Requirements

- Bachelor's degree
- Highly collaborative with strong community organizing skills and experience with significant responsibility in project management, outreach, and building partnerships.
- Ability to build relationships in a mission-based environment that fosters support for NRC programs.
- Strong verbal and written communication skills, including professional and clear public speaking and presentations.
- Bilingual ability in Spanish is strongly preferred, also present in our communities are Arabic, Korean, Tagalog, Urdu, or Gujarati.
- Respects and embraces equity, diversity and social justice when interacting with peers, supervisors, community partners, landlords, and residents.
- Ability and commitment to working with diverse communities and organizations, including diverse socio-economic, racial, ethnic, religious, and other identity communities.
- A commitment to community-based work and a desire to work in a flexible, friendly office environment and out in the community.
- Confidence in managing multiple projects in a demanding, deadline-driven, team-oriented environment.
- Experience in and knowledge of Albany Park, Irving Park and North Park Community Areas, preferred.
- Availability to attend evening and weekend programs, events, and community meetings. Travel within the City of Chicago, especially the community areas of Albany Park, Irving Park and North Park is required for programs, events, and meetings.
- Excellent computer skills.

Additional Details

Salary is commensurate with work experience and the anticipated range is \$48,000 to \$55,000. Benefits include excellent health, dental and vision benefits. Paid time off is provided for vacation, holidays, sick time, family leave, and medical leave.

Workplace is in the community and in the office, with limited flexibility to work from home depending

on work responsibilities and in-person meetings. Work schedule depends on community outreach responsibilities that will require some morning, evening and occasional weekend work hours.

Position is open until filled, and the start date is anticipated as soon as practical. North River Commission is an equal opportunity employer.

NRC staff are required to provide proof of up-to-date COVID 19 vaccination and booster shots. A background check is required.

Application

Qualified individuals should submit a cover letter, resume, and two references including name, email and phone number.

Send application by email to:

Dalia Aragon, Housing, Health and Safety Director dalia@northrivercommission.org

No phone inquiries.