



## **Position: Community Engagement Coordinator**

Job Type: Resident Services

Organization: Homeowner's Rehab, Inc.

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### **About HRI**

Homeowner's Rehab, Inc. (HRI) is a private non-profit organization founded in 1972. Over the past 25 years, HRI has shifted its focus from homeownership to include rental properties as a means to create new opportunities for households that cannot compete in Cambridge's housing market. Today, HRI furthers its mission by developing and preserving affordable, high-quality rental housing and empowering residents through services and programming. To date, HRI has developed more than 1,500 units of housing, owns more than 1,400 apartments, and 55,000 square feet of commercial space in Cambridge.

In 2020, HRI opened a new, green (Passive House) construction, mixed-income building of 98 rental units of 1, 2, and 3-bedroom apartments. Finch Cambridge is located in the Alewife/Cambridge Highlands neighborhood directly across from the Fresh Pond Reservation.

Passive House is the world's leading standard in energy efficient construction. Through Passive House construction, Finch Cambridge aims to provide residents with a sustainable living environment by using high-performance mechanical and ventilation systems and low-flow water fixtures. These features provide health and comfort with continuously filtered air and no drafts or temperature swings. The structure has an extremely energy-efficient building envelope and solar panels on the roof.

### **About Residents Services**

Since 2005 HRI has operated a Resident Services Program tailored to the needs and interests of residents, with the goal to improve residents' quality of life and access to opportunities. Resident input plays a large role in determining the scope of our programs. We focus on identifying and addressing residents' diverse needs and providing appropriate support.

The **Community Engagement Coordinator for Finch Cambridge** works as part of the HRI Resident Services team to support HRI's strategic goals for improving resident well-being: Stable housing, Health and Wellness, Economic Resiliency, and Youth Development. The Community Engagement Coordinator is responsible for building strong relationships with residents, carrying out key activities and programs at assigned developments, and assisting residents to connect with appropriate community-based programs to improve the quality of their lives.



**Essential Functions:**

- Coordinate resources for residents that address key community needs: housing stability, health and wellness, economic resiliency, and youth development;
- Build strong connections with residents throughout assigned properties;
- Establish and maintain relationships with local service providers;
- Coordinate events and programs targeting community needs in conjunction with the HRI Resident Services team;
- Collect and maintain accurate data and case notes regarding resident contact, needs, services, etc.;
- Provide referrals, homelessness prevention resources and health/wellness programs, screening families for program eligibility, and meeting with heads of household directly to complete paperwork and determine an appropriate course of action;
- Provide information and referral services, and brief counseling around immediate client concerns and/or barriers to housing, including but not limited to financial instability, un- or under-employment, health care, and housekeeping;
- Assist residents with move-in transition supports including but not limited to; furniture and furnishings assistance, budget support, and other resources and services as needed;
- Publish monthly newsletter and coordinate all messaging from HRI to the site and its residents;
- Assist in the identification of and coordination with prospective community-based local partners;
- Established understanding of state systems (DCF, DMH, etc.) and programs for populations including low-income residents, mental health, elder care, etc. strongly preferred;
- 2-5 years in housing, case management, and human services or a degree in social work or public health or a related field required.

**Compensation: HRI offers competitive salary and excellent benefits.**

**Homeowner's Rehab Inc. is an equal opportunity employer committed to ensuring diversity in its workplace, and candidates from diverse backgrounds are strongly encouraged to apply.**

**Application Instructions:** Please send a cover letter and a copy of your resume to [jedsell-vetter@homeownersrehab.org](mailto:jedsell-vetter@homeownersrehab.org)