



Position Description: Community Engagement Specialist

This is a full-time, exempt, position that will require flexible hours with frequent evening and weekend commitments. This position reports to the Assistant Director of Place-Based Initiatives.

Headquartered in the Olneyville neighborhood, of Providence, ONE Neighborhood Builders (ONE|NB) is seeking a Community Engagement Specialist to lead the development and implementation of efforts critical to ensuring broad, meaningful and action-oriented engagement of community residents, local businesses, and community-based organizations. There are over 65,000 residents in Central Providence (which includes the neighborhoods of Elmhurst, Federal Hill, Hartford, Manton, Mount Pleasant, Olneyville, Silver Lake, Smith Hill, and Valley). This constituency is not monolithic and each neighborhood within the larger region has unique assets. To be successful the candidate must have a strong sense of self, inspirational presence, and a solid work ethic. They must have experience with community organizing and advocacy strategies; conducting outreach; successfully organizing large community events as well as small group conversations; and leadership development of residents. The successful candidate must have an ability to work flexibly and creatively, and have a passion for our mission to develop affordable housing and engage neighbors across Greater Providence to cultivate healthy, safe and vibrant communities.

Organizational Values

ONE|NB's enduring, core values ground our work:

- We value diversity and promote neighborhoods of choice that residents from different ethnicities, socioeconomic backgrounds, and cultures choose to call home.
- We enlist the expertise of neighborhood residents and stakeholders, inquiring about their revitalization strategies and endeavoring to implement their priorities.
- We seek to revitalize neighborhoods without displacing existing residents and businesses, thereby deepening community wealth.
- We are a growth-oriented organization that values learning and seeks to replicate innovative community development solutions from other communities while adding to the knowledge base through our own work.
- We support the success of partner organizations.
- We facilitate collaboration and connect residents with support services, rather than directly providing services, to maximize impact.

Position Summary

The Community Engagement Specialist is a member of the Community Building department. This department is currently comprised of seven staff members and a fluid number of interns.

The candidate will be charged with engaging the community of Central Providence (residents, students and parents, local business owners, employees of community-based organizations and etc.) toward advocating for sustained change through educational campaigns, and coalition building.

Responsibilities

- In concert with the Assistant Director of Place-Based Initiatives, oversee the development of outreach and engagement plans that aligns with the organization's policy goals related to promoting economic opportunity and health equity in Central Providence.
- Creatively implement these outreach and engagement plans and make adjustments as we learn and circumstances change.
- Identify, recruit and train new coalition allies; strengthen existing coalitions with key community partners and mobilize community members to participate in engagement efforts.
- Facilitate three to four leadership academies per year for affinity groups of residents.
- Apply targeted multi-lingual communication strategies (door to door canvassing, social media, phone-banking, etc.) to ensure messages reach intended audience.
- Track all outreach "touches" in Salesforce.
- Represent ONE|NB at community gatherings attend meetings on behalf of ONE|NB lead workshops and trainings; make presentations to politicians and government leaders, community residents, and other community-based organizations/ stakeholders.
- Be present in the community to build authentic relationships with residents.
- Help to staff the Resident Advisory Council for Central Providence Opportunities.
- Serve as a contact for connecting ONE|NB and community resources to the D'Abate Community Learning center's 21st Century out-of-school-time program via the School faculty and social worker, with parents of the students and other creative ways deemed effective.
- Stay actively informed on what is happening in Central Providence neighborhoods and create programming, build coalitions, as needed.

Core Competencies

- Proven community engagement skills and minimum two years of related experience.
- Understands how to create and carry out work plans.
- "Fire in the belly" and demonstrated grit.
- Excellent individual and group communication skills in a range of relationships, including with co-workers, colleagues in the field, young people, teachers and childcare providers, health and human services professionals, local business owners, residents of public housing, and other key stakeholders.
- Proven experience in facilitating resident-led initiatives and participatory planning.
- Excellent time management and project management skills.
- Commitment to ONE|NB's values.
- Adept in Office 365 products and willingness to learn and use Salesforce.
- Reliable transportation.
- Confident and comfortable physically working in the neighborhoods that comprise 02909 and 02908.
- Spanish and English fluency (writing and oral) strongly preferred.

ONE|NB offers a robust benefits package (including health, dental, and vision insurance), a retirement plan with matching contribution, a generous allotment of paid holiday and personal/vacation time, flexibility to occasionally telecommute from home, and an inspiring & innovative organizational culture. The salary for this position is \$45,000 to \$55,000, commensurate with experience.

ONE|NB works to dismantle all forms of discrimination. We fight the systems that oppress people from a vast range of identities and experiences. Cultivating a team that embodies the diverse experiences of Central Providence communities is essential to these aspirations. We strongly and sincerely encourage applications from people of color; immigrant, bilingual, and bicultural individuals; people with disabilities; members of LGBTQQ+ and gender non-conforming communities; and people with other diverse backgrounds and lived experiences.

APPLICATION INSTRUCTIONS

Submit thoughtful cover letter and resume to Belinda Phillippe, Director of Programs and Operations, at philippe@onenb.org by August 31, 2022.