

TENANT ORGANIZER

Housing Counseling Services (HCS) seeks an energetic self-starter to provide outreach, training, and technical assistance to low and moderate-income District tenants. The Tenant Organizer will join a dynamic team of co-workers who seek to empower low and moderate-income tenants through education and outreach. The Tenant Organizer will provide technical assistance to tenants so that they understand their rights and opportunities and can make their own informed housing choices.

HCS is a nonprofit 501(c)3 organization founded in 1972 to provide comprehensive housing counseling, training, advocacy, and technical assistance to low and moderate-income tenants, homebuyers, homeowners, and the homeless. Our goal is to build sustainable communities through informed housing consumers.

JOB RESPONSIBILITIES INCLUDE:

- Provide ongoing technical assistance to tenants and tenant associations who seek to preserve their rights, form tenant associations, purchase their buildings, partner with developers, improve housing conditions, preserve housing affordability and subsidies.
- Conduct outreach in buildings throughout DC where tenants are at risk for displacement.
- Provide trainings on tenant rights and responsibilities, forming a tenant association, the tenant purchase process, developing partnerships, selecting development partners and other topics.
- Engage partners including property owners, management companies, developers, attorneys, lenders, inspectors, and government officials;
- Flexible hours that require evening meetings at approximately four days a week.

QUALIFICATIONS/RELEVANT EXPERIENCE:

- Must be dynamic, flexible, self-directed, a capable multi-tasker, collaborative/team-focused, and have excellent analytical and public speaking skills;
- Commitment to affordable housing, social justice, and community education;
- Background in, or experience with, community development, affordable housing, at-risk populations, organizing and/or anti-poverty work;
- Experience in providing direct services to low-income individuals and families;
- Sensitivity to needs within the community and to individual clients;
- Ability to translate technical information into layman's terms;
- Ability to communicate effectively with a wide variety of people including lenders, developers, landlords, attorneys, public officials, and low-income individuals from diverse cultures and backgrounds.
- Comfortable working in conflict situations and being out of the office in neighborhoods throughout DC;
- Fluency in Spanish a plus! Other language skills are appreciated.

SALARY: 50-70 depending on experience and qualifications.

HOW TO APPLY: Send resume and cover letter to employment@housingetc.org.

HCS is an equal opportunity employer and affirmatively seeks diversity in its workforce. HCS recruits qualified applicants and advances in employment its employees without regard to race, religious creed, color, national origin, ancestry, physical or mental disability, marital or familial status, sex, age, sexual orientation, or any other category protected by law.