

## **Job Opening**

### **Municipal Engagement Director Citizens' Housing and Planning Association**

**Citizens' Housing and Planning Association (CHAPA)** is the non-profit umbrella organization for affordable housing and community development activities in Massachusetts. Established in 1967, CHAPA has a diverse and active membership of more than 1,500 people and organizations, including volunteers and professionals in the private, public, and non-profit sectors. CHAPA pursues its goals through advocacy with local, state and federal officials; research; education and training; and programs to expand rental and homeownership opportunities. For more information, please visit [www.chapa.org](http://www.chapa.org).

#### **Key Job Responsibilities**

This is a new position for a new program that will build upon the model developed and tested by CHAPA over the last several months. The primary responsibility of the **Municipal Engagement Director** is to develop and implement a program to build support for affordable housing production and bolster efforts to expand housing opportunities at the local level in communities across the Commonwealth. The Municipal Engagement Director will report to CHAPA's CEO, and will hire another staff person for the program within one year.

#### **Specific Responsibilities**

- Identify communities, based on an initial assessment of some beginning local support, in which to conduct public education efforts in support of affordable housing production.
- Develop strategies with residents, based on local context, to build support for affordable housing.
- Increase the number of people supporting housing production in each community with an emphasis on smart growth.
- Convene meetings of, and work in concert with, other organizations providing technical assistance and support to each community.
- Work with CHAPA consultant to build upon model recently developed and tested
- Hire and train additional staff person to assist in the work.

#### **Objectives and Outcomes**

- Carry out specific objectives, as follows:
  - Model developed and implemented in two to three communities (2018)
  - Work conducted in three to five communities per year (starting 2019)
  - Measurable increase in support for housing production and affordable housing in 100% of the participating communities
  - Specific outcomes achieved in at least 50% of the communities.

- Positive outcomes might include passage of zoning by-laws, approval of new housing development, and development and/or empowerment of local affordable housing constituencies and coalitions.

### **Qualifications**

- Five or more years' experience (including managerial experience) working in communities to increase affordable housing opportunities.
- Strong knowledge of housing and community development issues and practices.
- Excellent written and verbal communication skills, including public speaking.
- Experience building coalitions and developing a shared vision amongst a range of interests.
- Experience working with people of diverse social and economic backgrounds.
- Ability to work flexible hours, including weekends and evenings as needed.

### **Salary:**

The salary is commensurate with experience. CHAPA also provides a generous package of benefits including vacation and sick time, health insurance, short-term disability insurance, life insurance, and retirement benefits.

### **To Apply:**

Candidates of diverse backgrounds are encouraged to apply. Please submit a cover letter and resume to Karen Wiener at [kwiener@chapa.org](mailto:kwiener@chapa.org) by January 24, 2018.

CHAPA is an equal opportunity employer.