

Job Title: Revere Community Engagement Manager
Department: Community Engagement/Collective Impact (TND)
Immediate Supervisor: Director of Community Engagement

Status: Full Time
FLSA Category: Exempt
Date Created/Revised: 8/23/18

[OppCo](#) is hiring a full time **Community Engagement Manager** (CE Manger) to lead the community engagement efforts of [The Neighborhood Developers \(TND\)](#) in Revere. TND's Community Engagement/Collective Impact program builds social capital by fostering person-to-person and people-to-place relationships, develops the skill and will of resident leaders to take on leadership roles at TND and in their community, encourages civic engagement in order to build neighborhoods of choice where neighbors have elevated community standards and a sense of efficacy, and promotes approaches and policies that stop displacement and preserve economic, social, ethnic, and racial diversity.

The CE Manager will be a flexible self-starter, working with a network of engaged and empowered residents in Revere. S/he will be a "people person," excited to bring people together and will make connections between residents to broaden and deepen the network, support local priorities, and identify and develop leaders who carry out the work of improving neighborhoods without displacement. The CE Manager will also staff the Revere Community Committee, a resident group working to improve quality of life in Revere's Shirley Avenue neighborhood, through ongoing outreach, resident leadership development, and administrative support. The CE Manager will also be managing neighborhood improvement and placemaking projects identified through our work with residents and stakeholders. In general, this staff member will work to engage residents, support local advocacy, and manage projects that are related to the improvement of the quality of life in Revere. This position has a flexible schedule and requires evening and weekend work and local and regional and sometimes national travel.

Job Requirements:

- A commitment to the mission of OppCo and TND
- 3-5 years community organizing, outreach, or equivalent experience
- Ideally, prior experience and/or familiarity with one or more of the following: (1) affordable housing development, (2) placemaking, (3) community planning, (4) project management, (5) equitable neighborhood planning, and (6) public space design and construction
- College graduate or equivalent experience
- Proven experience building trusting relationships across race, ethnicity, class, and generation
- Understanding of and/or experience working with government systems
- Bilingual English-Spanish, English-Khmer, and/or English-Arabic
- Demonstrated ability to work independently and as part of a team, committed to the larger whole
- Responsible, self-motivated, and able to carry out and prioritize multiple ongoing projects
- Genuine enthusiasm for meeting, motivating, and involving people in community activities and developing collaborative community and municipal partnerships.
- Excellent oral and written communication and facilitation skills, warm and engaging presence
- Skillful organizer with demonstrated initiative for problem-solving
- Strong work ethic, a good sense of humor, and a commitment to social justice
- Computer skills and MS Office proficiency required

We offer competitive compensation and good benefits. Send a cover letter and a copy of your resume [to personnel@tndinc.org](mailto:personnel@tndinc.org) . We are an Equal Opportunity Employer and consider qualified applicants for employment regardless of expression, age, color, religion, disability, veteran status, sexual orientation or any other protected class.