



Fenway Community Development Corporation Community Organizer – Job Description

Fenway CDC works to preserve the Fenway as a vibrant and diverse neighborhood by developing affordable housing, providing programs that enrich lives, and strengthening community voices. The organization is a 501(c)3 non-profit. We have three program departments: Real Estate, Community Organizing & Planning, and Community Programs. Our volunteer board and 15+ staff members work collaboratively to serve the neighborhood and advance our mission. Learn more about us at www.fenwaycdc.org.

The Planning and Organizing Team collaborates with non-profit organizations, issue-specific coalitions, local institutions, elected officials, and resident activists with the goal of securing a more inclusive and sustainable future for our community. As issues emerge for residents, we support constituencies to address their challenges. Our efforts are guided by a diverse and inclusive coalition that includes individuals of different races, ethnicities, classes, ages, and abilities.

Responsibilities:

Community Organizing

- Build leadership capacity of neighborhood residents by conducting one-on-one's and connecting residents with leadership and training opportunities.
- Develop strategy for and advance FCDC campaigns by facilitating strategy meetings; engaging and mobilizing residents; and planning and implementing actions. Campaigns include both neighborhood issues and policy advocacy related to housing affordability and tenant protections. Occasionally campaigns will include related topics, such as public transportation.
- Staff the Organizing Committee by co-facilitating monthly meetings, recruiting new members, and engaging current members.
- Participate in neighborhood organizations and coalitions with compatible goals and values, including planning and advocacy for the preservation and development of affordable housing.

Communications

- Develop organizing communications content such as e-newsletters and social media posts.
- Regularly monitor social media accounts and implement best practices to increase engagement.

Other

- Serve on internal committees such as: Membership and Communications.
- Support FCDC-wide in-person events such as Porchfest, Fenway Ball, and Taste of the Fenway.
- Serve on the planning team for Fenway CDC's annual meeting.
- Administrative tasks to support the organizing work include co-writing Board memos; tracking lobbying hours and outcomes for grant reports; etc.
- Collaborate with other CDC departments such as Community Programs and Real Estate to ensure overlapping initiatives are strategically aligned.



**Fenway Community Development Corporation
Community Organizer – Job Description**

Skills, Abilities, and Experience:

Fenway CDC does not expect any one candidate to meet all the criteria below, but rather hopes you will apply if the role and responsibilities excite you.

- 1-3 years of experience in community organizing, leadership development, policy advocacy or affordable housing.
- Commitment to racial equity and social justice: ability to recognize the role of race, income, age, gender, immigration status, ability, and other identities in shaping housing disparities; ability to recognize how your own identities show up in the work; and a value of continuous learning.
- Ability to develop leadership skills, particularly within communities of color and working class.
- Must demonstrate an ability to work independently and develop plans and strategies to address community needs.
- Be flexible while remaining grounded in the needs and priorities of the community.
- Able to assess and navigate formal and informal power systems to build community power while maintaining positive relationships with institutional stakeholders.
- Strong organization, prioritization, and tracking skills.
- Ability to work a flexible hybrid schedule including some evenings and occasional weekends; ability to attend in-person meetings and events in the Fenway and occasionally across Boston.
- Familiarity with the Fenway neighborhood is strongly preferred.
- Written and/or verbal language skills in any one of these languages is strongly preferred: Spanish, Portuguese, Haitian Creole, Mandarin, Russian, Amharic or Arabic.

Salary and Benefits:

- Full-time, 40-hour/week, exempt position reporting to the Director of Policy and Organizing.
- The salary for this role is \$60,000.
- A generous benefits package including:
 - Health, dental, and vision insurance;
 - Long and short-term disability insurance;
 - Paid time off accrued per pay period, annual totals: 2 weeks of sick time; 4 weeks of vacation time; 12 paid holidays; and 2 wellness days; and
 - Up to 5% 401(k) match.

To Apply:

Please email a resume and cover letter speaking to your interest and skills for this position to projects@fenwaycdc.org. Applications are encouraged by April 1st. Interviews will subsequently be scheduled on a rolling basis. We anticipate 2 rounds of interviews for the successful candidate.

Fenway CDC is an Equal Opportunity Employer and considers qualified applicants for employment regardless of expression, age, color, religion, disability, veteran status, sexual orientation, or any other protected class.