The Fifth Ward Community Redevelopment Corporation seeks a GO Neighborhoods Coordinator to lead the GO Neighborhoods initiative in Houston’s historic 5th Ward neighborhood, build the leadership capacity of community members to drive neighborhood revitalization, and engage 5th Ward community members of all backgrounds to participate in and benefit from the initiative.

The GO Neighborhoods Coordinator supports community development, advocates for community members, and facilitates awareness of social needs and trends. The Coordinator will build relationships with neighborhood residents, businesses and local nonprofit organizations. This staff member will be a part of the implementation of the quality-of-life plan for the 5th Ward; manage projects; leverage other resources for projects; and support the communication strategy.

The Fifth Ward Community Redevelopment Corporation has served as a catalyst for holistic community development in the historic neighborhood of Fifth Ward for 30 years. The organization has built or renovated more than 1,000 housing units, renovated or built 40,000 square feet of commercial space, built or rehabbed cultural and park spaces, provided cultural and community events, and more.

GO Neighborhoods is a long-term comprehensive community development initiative by the Local Initiatives Support Corporation (LISC) that aims to support the implementation of a locally-driven quality-of-life agreement for the 5th Ward community. The Fifth Ward CRC is the convening agency selected by the community team leading 5th Ward GO Neighborhoods.

**Key Responsibilities:**

**Support development and execution of GO Neighborhoods initiative**

- Coordinate project management and lead the implementation of GO Neighborhoods projects under the direction of the CEO/President and in coordination with partners.
- Lead comprehensive planning efforts with both the consulting team and residents. More specifically, support Quality of Life Agreement development and finalizing, which will include gathering input from 500+ community members and developing an implementation plan.
- Ensure regular and timely communication with residents and partners regarding activities and opportunities. Includes developing content for social media and website and one-on-one communication and relationship-building with partners and residents.
- Coordinate and schedule meetings. Maintain mailing list and partner database.
- Plan strategies to fulfill community and 5th Ward GO Neighborhood goals.
- Raise funds and resources through grant writing, obtaining in-kind and volunteer resources, and working with partners and residents to strategically raise resources.
- Stewardship of early action grants.
- Participate in the development and administration of work plans and budgets. Forecast needs, such as funding, staffing, etc.
- Plan and manage a range of projects (large and small) as well as special events.
- Work with all community partners to attract and integrate new or improved services.
- Monitor and track residential and commercial real estate development as well as health initiatives made possible by the QLA.
- Collaborate with other organizations and staff engaged in GO Neighborhoods citywide.
• Prepare reports, as required, for submission to LISC and other funding partners.
• Maintain record keeping information systems related to GO Neighborhoods.

Community organizing and leadership building
• Ensure consistent, meaningful and growing involvement of community members in GO Neighborhoods events and projects
• Build relationships with community members, find and recruit local leaders of all backgrounds, and support for their work on neighborhood revitalization
• Build consensus and facilitate conflict resolution
• Develop and execute a community engagement plan that uses a mix of in-person meetings and interviews, print and social media, and cultural or community events.
• Develop and execute a communications plan that keeps community members informed about challenges and opportunities for neighborhood improvements; offers a platform for community members to give input and influence what gets prioritized for 5th Ward; and reaches a diverse audience with different education levels.
• Leverage community leadership training opportunities to build relevant skills of 5th Ward community members and GO Neighborhood steering committee members.
• Network with civic associations, elected officials, businesses, and nonprofit service providers in conjunction with the community and resident leaders as appropriate.

Program Monitoring and Evaluation
• Communicate clearly and concisely both orally and in writing
• Conduct evaluations and training as scheduled
• Complete data collection and GO program monitoring by routinely collecting information from FWRC co-workers, GO team leads and community partners

Qualifications
• Five years of experience plus a master’s degree, or ten years of experience and a bachelor’s degree. Degree should be in public policy, business management, education, public health, or related degree.
• Must be willing to work flexible hours, including some evenings and weekend
• Demonstrated ability and experience to build and lead teams with diverse backgrounds
• Experience in community development or community organizing preferred
• Strong project management and event planning skills
• Must have experience in conflict resolution and consensus building
• Excellent writing and oral presentation skills
• Computer skills Microsoft Word, social media and databases preferred.
• This position requires pro-active engagement and a willingness to listen and reach out to very diverse folks

Salary/Hours
Full-Time, $45,000-55,000

Employer/Agency
Fifth Ward Community Redevelopment Corporation

City, State, Zip
Houston, TX

Application Method
Apply here: https://www.fifthwardcrc.org/careers?fbclid=IwAR3DBD-3ArwX60HyKrHjXoLoVtq6FkATjU9WD1OL_6G3P7B6ro2x9SUPo7c7g

Opening Date
Immediate

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@central.uh.edu with the hiring details of your new job opportunity. Thank you.