



Codman Square Neighborhood Development Corporation (CSNDC)
DIRECTOR OF COMMUNITY ORGANIZING AND RESIDENT ENGAGEMENT (CORE)

August 2022

CSNDC seeks an experienced and mission driven CORE Director to lead a team of community organizers building a base of resident leaders – an “Equity Army” - to advocate for economic and racial justice within Codman Square and the South Dorchester section of Boston.

About CSNDC

We are a grassroots community organization committed to developing affordable housing and fighting for racial and economic justice by building community power, especially of low- and moderate-income communities of color in Dorchester. Through developing resident leadership, organizing in the community, promoting economic mobility services, and advocating for local energy and environmental justice, we build collective resident power to effect systemic change and transform society. CSNDC serves the Codman Square and the South Dorchester section of Boston which houses 50,000 residents, the majority of which are low-to-moderate income people of color. CSNDC has prioritized base-building, alongside aggressive expansion of its affordable housing development, as the two “North Stars” of a new strategic plan that places co-empowerment, collective action, and systemic transformation at its core. CSNDC has a thirty+ person staff, and an operating budget over \$3.2 million. We are affiliates of NeighborWorks America, the United Way of Mass Bay & Merrimack Valley, and a member of the Massachusetts Association of Community Development Corporations.

About the Position

CSNDC’s CORE department uses a two-pronged approach to build community power: it delivers formal leadership trainings through a popular education model, and it supports residents to develop and lead community organizing campaigns. Following this strategy, the CORE Director will lead CSNDC’s efforts to build an Equity Army - a base of 100+ engaged residents empowered to affect system change focused on affordable housing, tenant rights, and economic, racial, and environmental/climate justice. This position will also support the executive leadership team to train CSNDC staff in anti-racism and community organizing practices. The CORE Director manages an internal team of 3-5 staff and reports to the VP of Base-Building Strategy & Fundraising. This position is currently operating on a hybrid remote/in-office schedule.

Key Responsibilities

Program and Campaign Planning

- Identify advocacy opportunities/legislative priorities in alignment with resident interests and the vision, mission, and core values of CSNDC.
- Initiate and participate in a range of internal, cross-departmental, and external partnership meetings to plan, set agendas, troubleshoot, and prioritize issues and move work forward.

Organizing Campaign Management

- Work with staff and residents to surface community issues of concern that lend themselves to collective action/resolution.
- Track legislative priorities and strategize with residents, team members, external partners, and constituents to achieve legislative priorities with an emphasis on increasing resident engagement.
- Act as liaison to and work in collaboration with a variety of coalitions/collaboratives with other agencies on organizing issues.
- Develop implementation and track plans for this work.

Leadership Training and Development

- Support development and refinement of existing resident training programs (Resident Leadership Institute, Anti-Racism Academy) and develop new programs as appropriate.
- Develop outreach plans to recruit residents into leadership training opportunities.

- Develop and track implementation plans for this work.

Supervision and Team Development

- Develop and support staff in implementing work plans, actions and strategies to achieve goals.
- Track implementation of work.
- Spearhead the training and professional development of CORE staff. Assist in developing trainings for all agency staff.
- Support CORE staff, interns, and volunteers in program planning and assist them in identifying and overcoming barriers to achieving resident involvement and empowerment goals.
- Hold CORE staff accountable to project and time management. Meet with staff regularly to develop and review workplans.
- Foster a team-oriented environment, connecting and cross fertilizing the work of department staff.

Program Management and Evaluation

- Initiate and participate in a range of internal and external partnership meetings to plan, set agendas, troubleshoot and prioritize issues and move work forward.
- Ensure appropriate communication protocols are in place with staff, program partners, funders, resident leaders, policy makers and legislators.
- Analyze program and other data to produce regular progress reports and other reports for internal management, Board and funders.
- Track data related to the work and implementation of the work.

Other related duties.

Our Ideal Candidate

Our ideal candidate will be an organized individual, with a deep commitment to racial equity, diversity, and inclusion, who has many of the following skills and experiences:

- 6-8 years of progressively responsible management experience including 3-4 years of proven experience leading a team of professionals.
- Demonstrated success in developing, strategizing, implementing, and identifying victories on organizing campaigns.
- Strong knowledge of community organizing strategies, urban planning/design, and community development.
- Excellent verbal and written communication skills, as well as report presentation skills.
- Solid interpersonal and listening skills, including proven ability to connect with people of diverse socioeconomic, racial and cultural backgrounds and abilities in both group and one-one-one settings.
- Strong knowledge of Microsoft 365 applications (Word, Excel, PowerPoint, One Drive), Google Applications, and Salesforce.
- Ability to work independently and to manage multiple tasks and projects simultaneously.
- Lived experience as a member of an urban, low-to-moderate income community of color.
- Ability to work flexible hours, including frequent evening meetings and occasional weekend meetings/event a must.
- Bilingual in English and another language predominant in CSNDC's service area.

Compensation and Benefits

The base salary is \$85,000; actual salary will reflect experience and qualifications. CSNDC offers a competitive benefits package.

The Selection Process

Email a resume and an accompanying cover letter to Heather@csndc.com with Director of CORE in the subject line. CSNDC is an equal opportunity employer committed to building a diverse staff. Candidates of color, LGBTQ individuals, people with disabilities, members of ethnic minorities, foreign-born residents, and veterans are encouraged to apply. No phone calls please.