

Job Posting
Cleveland Neighborhood Progress
Manager of Organizing & Community Engagement

Status: Full-time

Reports to: Vice President of CDC Advancement

Background: Cleveland Neighborhood Progress is a local community development intermediary with thirty years of experience investing in community revitalization work in the City of Cleveland. Founded in 1988, Cleveland Neighborhood Progress seeks to professionalize the CDC network through training and financial support from local foundations and to hone the community engagement and organizing capacity of the CDC's to better empower residents. Historically, resident and stakeholder community engagement has been a critical component or activity of Cleveland CDCs. Outreach has been critical to sustaining and connecting residents and businesses to one another and to resources, especially throughout the COVID19 pandemic.

Federal CDBG dollars, which are the predominant funding source for most Cleveland CDCs, cannot be utilized for organizing or engagement activities. Consequently, community engagement has been oftentimes sidelined. It is critically important to understand how this delegitimization of engagement and organizing work has affected the psyche of our CDC system.

Before us is the challenge to move from a scattershot, reactive approach to a deeply rooted organizing system that has the capacity to proactively identify and address not just issues residents face but opportunities – moving from a deficit-based approach to an asset based one. The ***Neighbor to Neighbor Cleveland Program*** – a Cleveland Community Engagement and Data Collection Project is designed to build community engagement and organizing capacity across Cleveland neighborhoods to create a platform for collecting granular community-level data on the digital divide and tax foreclosure across the city. The data is expected to guide strategic investments and interventions to achieve digital equity for Cleveland for the most impacted Cleveland residents. To achieve this, community ambassadors will be recruited to lead resident engagement and data collection and community engagement/organizing staff will be placed strategically at CDCs to coordinate the engagement process. Further, the program will be supported by a Cleveland Foundation Public Service Fellow for the launch of the program.

Roles and Responsibilities:

- Manage the ***Neighbor to Neighbor Cleveland Program***:
 - Oversee all aspects of this program
 - Assist in the creation of performance metrics
 - Assist in recruiting CDC staff and ambassadors if necessary
 - Coordinate training for CDC staff ambassadors with program partners, specifically CWRU's Community Innovation Network
 - Work with the CDC engagement staff on their deployment efforts
 - Oversee the tracking of data provided by NST
 - Manage and coordinate various partners involved in the program
 - Work with CNP CDC Advancement staff on reporting to funders

- Work with the Cleveland Foundation Fellow (1-year fellow)
 - Manage and support the work of the Fellow through consistent communication, feedback and progress tracking
- Elevate the stature and importance of Organizing and Community Engagement through learning and sharing best practices with CDC leaders. CWRU's Community Innovation Network will be a partner in discovering best practices.
 - Work with CDC staff to assess existing organizing efforts and what has historically been effective in engaging residents as active members of their community.
 - Explore methods for identifying and leveraging community assets for building a network of active community members.
 - Support organizers in designing and piloting change efforts that increase sustainable community participation.
 - Facilitate learning and evaluation across neighborhood pilot efforts.
- Provide staffing support and manage administrative functions to ensure efficient operations of the Organizers and Allies Working Group.
 - This includes coordinating meetings, facilitating speakers and documenting all meeting

Minimum Qualifications:

- Demonstrated experience in community development, public service or nonprofit program management
- Bachelor's degree in social work, urban planning, public affairs, communications or another related field is preferred
- 3-4 years of experience in community building, engagement, or serving clients in a social service environment
- Comfort with data collection, software and technology (such as personal computers, handheld devices, Microsoft Office Suites) preferred
- Ability to work independently and as part of a cohort/collaborative team

Preferred Qualifications:

- Strong commitment to Cleveland Neighborhoods or direct knowledge of CDC industry and Cleveland neighborhoods
- Familiar with strategies related to community organizing, empowerment and engagement
- Able to work in a team environment, yet self-motivated and comfortable working independently
- Excellent interpersonal, written, and oral communication skills
- Experience with GIS (Geographic Information Systems) and data research are preferred.

***Please send resume and cover letter
to Colleen Gilson at cgilson@clevelandnp.org***