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BIPOC Fellowship Director

Greater Boston, MA
Opportunity Communities
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BIPOC Affordable Housing Developers Fellowship

Do you care deeply about racial injustice and creating equitable communities? Are you ready for the challenge of building on-the-ground change? Consider becoming the **Fellowship Director responsible for launching the BIPOC Affordable Housing Developer Fellowship** working with community-based affordable housing developers across Massachusetts.

Opportunity Communities is seeking an entrepreneurial self-starter to launch the inaugural cohort of its BIPOC Affordable Housing Developers Fellowship Program in Massachusetts. A collaborative effort being led by Opportunity Communities (OppCo), the BIPOC Affordable Housing Developers Fellowship aims to attract and retain individuals of color who are at the early stages of their career or contemplating a transition, and wishing to explore a career in real estate and affordable housing development.

The salaried twenty-four-month immersive Fellowship Program (the Fellowship) is designed to prepare and support individuals of color to thrive in real estate development roles within local non-profit community development organizations while supporting those organizations to evolve towards workplace practices and policies that foster equitable advancement and positive employment experience. Ultimately, the Fellowship Program aims to catalyze new industry practices that result in a more inclusive industry and deeper engagement and relationship with communities of color. The ideal Fellowship Director shares our values of racial equity and inclusion. In addition, this role will require:

- Deep commitment to eradicating all forms of inequity with a first order priority on issues of racial inequity and economic justice.
- An ability to build and maintain relationships with varying power dynamics;
- Ability to manage creatively, particularly in a time of growth and constant ideation;
- Intrinsic motivation to think creatively and innovatively about complex issues and develop practical solutions and strategies; and
- An orientation toward excellence and results in all work products.

The **Fellowship Director** is expected to achieve the following goals:

Program Design

- Develop offerings that support Fellows' growth and development as non-profit real estate development professionals across a wide spectrum of identities and learning modalities for in-person and virtual environments.
- Design and/or refine existing curricula and related activities (e.g., classroom exercises, 1:1 mentoring, peer guidance, case studies, expert assistance) that balances group learnings with an individual's specific needs.
- Cultivate and grow strategic partnerships with aligned organizations, practitioners/facilitators, and thought leaders to provide meaningful learning experiences.
- Support OppCo's advocacy for industry and field change.

Candidate and Host Organization Stewardship

- Design an inclusive and equitable selection process that uplifts promising candidates of color and curates a stellar and diverse cohort of individuals with potential for successful professional advancement within the community development industry.
- Provide direct relationship management support to fellows, serving as their fellowship point of contact and supporting deepening peer relationships.
- Build trusted relationships with the host community development organizations to support their efforts in creating a nurturing, supportive and inclusive work environment.
- Deliver public presentations to promote and build awareness of the Fellowship for prospective Fellows and host organizations and create partnership with organizations and entities to create a stream of talent and host organizations.

Program Logistics

- Orchestrate and coordinate in-person and virtual event experiences that inspire, challenge, and deepen community amongst participants.
- Coordinate all aspects of on-site pre-event preparation, including booking and coordinating meeting room reservations, food and beverage, supplies and equipment, and tech systems for in-person events.
- Manage relationships with senior leaders of OppCo and founding CDC's to ensure expectations are met regarding quality of programming, timing, and budget.

Compelling candidates for this role will be able to demonstrate many of the following qualifications:

- 3-5 years of professional experience in (or combination of)
 - adult learning development, design, and curriculum creation through a racial equity lens
 - human resources, learning, and talent development
 - real estate or affordable housing sector
- Strong project management skills to communicate objectives, structure projects, facilitate processes, ensure activities are conducted, timelines are managed to, and impact is achieved.

- Strong strategic thinking skills, with a builder mentality who is skillful in experimenting and adapting as needed.
- Experience as a convener with demonstrated ability to lead and facilitate dialogue with diverse audiences, specifically racially, ethnically, politically, and socioeconomically diverse communities, with sensitivity and understanding.
- Experience working with and supporting networks of social entrepreneurs, early career talent, non-profit organizations, post-secondary educational resources, and/or technical assistance providers.
- Excellent written and verbal communication skills, with the ability to deliver timely, relevant information in a clear and concise manner.
- Strong judgment in navigating relationships and complex decisions.
- Strong cultural competence across multiple lines of difference.

Opportunity Communities (OppCo) provides all administrative and operational infrastructure for OppCo and its Network Members. OppCo and members Nuestra Comunidad, North Shore CDC and The Neighborhood Developers, are equal opportunity organizations. We recruit, employ, train, compensate, and promote without regard to race, religion, creed, color, national origin, age, gender, gender identity, sexual orientation, marital status, disability, veteran status or any other basis protected by applicable federal, state, or local law.

Job Type: Full-time

Pay: \$70,000 - 90,000

JOB CODE: 1000051

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