



Position: Community Engagement Coordinator at Rivermark (808 & 812 Memorial Drive)

Job Type: Resident Services
Organization: Homeowner's Rehab, Inc. (HRI)
Contact Name: Joe Deignan, Director of Community Engagement

About HRI

Homeowner's Rehab, Inc. (HRI) is a private non-profit organization founded in 1972. HRI furthers its mission by developing and preserving affordable, high-quality rental housing and empowering residents through services and programming. To date, HRI has developed more than 1,500 units of housing, owns more than 1,400 apartments, and 55,000 square feet of commercial space in Cambridge.

In 2023, HRI completed an occupied renovation of the Rivermark property. Rivermark is a mixed-income building consisting of 300 rental units of 1, 2, and 3-bedroom apartments. Rivermark is located on the corner of River Street and Memorial Drive in Cambridge, directly across from Riverside Press Park.

About Resident Services

Since 2005, HRI has operated a Resident Services Program tailored to the needs and interests of residents, with the goal to increase access to opportunities for individual residents while at the same time fostering a sense of community at the site level. Resident input plays a large role in determining the scope of our programs. We focus on identifying and addressing residents' diverse needs and providing appropriate support. Currently, our program's focus areas are housing stability, health and wellness, economic resiliency, and youth development.

The Community Engagement Coordinator is responsible for building strong relationships with residents, carrying out key activities and programs at assigned developments, and assisting residents to connect with appropriate community-based programs.

Essential Functions

- Establish and maintain strong connections with residents throughout assigned properties.
- Maintain relationships with local service providers and property management staff.
- Coordinate and facilitate in person community engagement events and resident forums.
- Support resident efforts in community building initiatives.
- Provide ongoing outreach services to identify individuals who would benefit from supportive services, identify program and service gaps.
- Conduct benefit screening and assist with applying for SNAP, MassHealth, fuel assistance and related services.
- In collaboration with residents, management, and local community service providers- provide focused attention and advocacy as required to support housing stability for at-risk populations.
- Coordinate the delivery of services with local human service providers.
- Provide information and referral assistance for residents when needed.
- Input all service provision information into Resident Services Database.
- Maintain good communications with residents through print, digital and in-person outreach.



- Communicate and work with HRI's Property Management Company site staff to foster cooperation and team approach with all parties.
- Reports to Director of Community Engagement.

Necessary Qualifications

- Work experience in housing, human services, case management, social work or a related field preferred.
- Bilingual candidate preferred (Amharic, Haitian-Creole preferred).
- Familiarity with local supportive services or social service networks preferred.
- Experience working with families and older adults preferred.
- Ability to work some evening hours.

Application Instructions: Please email a cover letter and a copy of your resume to jdeignan@homeownersrehab.org.

Homeowner's Rehab Inc. is an equal opportunity employer committed to ensuring diversity in its workplace, and candidates from diverse backgrounds are strongly encouraged to apply.

Job Type: Full-time

Compensation: HRI offers competitive salary and excellent benefits.

Salary: \$48,000.00 - \$54,000.00 per year

Benefits:

- Health, Dental & Vision insurance
- 403(b) Retirement Plan
- Flexible Spending Account
- Long-term and Short-term Disability Insurance
- Life Insurance
- Paid time off
- Parental leave
- Professional development assistance

Schedule:

- Day shift
- Evening shift
- Monday to Friday