

TITLE **Senior Communications &
Partner Engagement
Manager**

CATEGORY Field Operations - NorthEast Region

DESCRIPTION **** This role is remote, however you must reside in the following states for consideration: ME, NH, VT, MA, RI, CT, NY, NJ, PA, DE, MD, DC ****

About NeighborWorks America

Are you inspired by mission-driven work with a community development focus? Can you imagine yourself working at a place where your colleagues are humble, passionate and creative? Do you dream about being part of a people-focused organization that leads with empathy, encourages curiosity and embraces ambiguity?

For more than 45 years, Neighborhood Reinvestment Corp., a national, nonpartisan nonprofit known as NeighborWorks America, has strived to make every community a place of opportunity. Our network of excellence includes nearly 250 members in every state, the District of Columbia and Puerto Rico. NeighborWorks America offers grant funding, peer exchange, technical assistance, evaluation tools, and access to training as the nation's leading trainer of housing and community development professionals. NeighborWorks network organizations provide residents in their communities with affordable homes, owned and rented; financial counseling and coaching; community building through resident engagement; and collaboration in the areas of health, employment and education. If we've piqued your interest and you're interested in supporting our mission, continue reading below!

Part of caring for our communities starts by caring for our internal community – our staff. Picture yourself in a collaborative and diverse hybrid environment surrounded by teams and people who challenge you, encourage you and inspire you to support mission-oriented work. This opportunity offers an impressive total rewards package that includes:

**WE ALSO
RECOMMEND**

**OTHER JOBS
WITHIN SAME
CATEGORY**

-- None found --

**OTHER JOBS
WITHIN 60
MILES**

-- None found --

- A 401(k) match of up to 12%,
- 11 paid and observed holidays,
- A substantial leave package (including 40 hours of paid volunteer leave),
- Industry leading benefits, and
- Access to our Staff Training and Education (STEP) Program, which provides training and educational resources to all NeighborWorks America staff.

Our benefits are designed to convey company culture and core values: Accountability, collaboration, inclusion, stewardship and integrity. They're also intended to support our staff in a way that encourages them to give their best in a balance of work and personal life.

Work at a Glance: Enthusiastic Detail-Oriented
Communications Professional with a Passion for Communities

This role is internally referred to as a Sr. Regional Public Affairs & Communications Advisor (PACA)

- Promotes NeighborWorks America and its components to strategic regional audiences, enhancing brand visibility and understanding.
- Develop and manage regional communications to ensure brand consistency, including talking points, templates, and marketing materials.
- Coordinate regional public relations and national communication projects, collaborating with media consultants and internal teams.
- Organize and execute key events such as National NeighborWorks Week and strategic tours, working with various national departments.
- Support regional participation in conferences, design workshops, and assist with speechwriting and resource development efforts.
- Assume responsibility for engaging the regions' 68 NeighborWorks organizations to promote their accomplishments and support local visibility and resource development efforts.

Supervisor: Regional Vice President, Northeastern Region

Direct Reports: 0

**POSITION
REQUIREMENTS**

Required Minimum Qualifications: 8 to 10 years of relevant work experience delivering project management in communications, external affairs, resource development and/or marketing.

Technology: Microsoft Office Suite proficiency.

Working Conditions:

- a. **Travel:** Approximately 25%
- b. **Physical/Sensory Demands:** Fast-paced working environment with extensive computer usage
- c. **Remote:** This role is remote; however, you must be able to travel to community events within the northeastern region.
- d. **NeighborWorks America staff are expected to demonstrate excellence in the following:**
 - Sensitivity to racial, gender, sexual orientation and cultural differences.
 - Respectful, timely and effective communications with internal and external stakeholders.
 - Effective listening as well as seeking and accepting feedback.
 - Successful teamwork.
 - Analytic, thoughtful and strategic thinking.
 - Consideration of NeighborWorks' mission, objectives and goals to demonstrate the understanding that one's impact, decisions and behavior has among colleagues and on the organization.

Field Operations Division Purpose:

The Field Operations Division of NeighborWorks America (NWA) is responsible for delivering services, grants, and technical assistance to approximately 250 NeighborWorks organizations with the overall objective of sustaining a network of excellence that creates opportunities for people to live in affordable homes, improve their lives and strengthen their communities. The Field Operations Division is overseen by the Senior Vice President (SVP) of Field Operations, who is responsible for establishing the priorities and procedures for service delivery, grant programs and the identification of new affiliates. The primary relationship with NeighborWorks organizations is provided by staff in four regions across the country.

DURATION Continuous

SALARY RANGE \$77,000 - \$116,700: The salary offered for the role will be based on a variety of factors, including geographic location, internal equity, and the candidate's qualifications/professional experience.

DIVISION Field Operations

DEPARTMENT

TRAVEL Approximately 25%

**WORKING
CONDITIONS** Remote

CLOSE DATE 9/13/2024

LOCATION Northeast Region (REMOTE): ME, NH, VT, MA, RI, CT, NY, NJ, PA, DE, MD, DC

**EOE
STATEMENT** We are an equal employment opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status or any other characteristic protected by law.

THIS POSITION IS CURRENTLY ACCEPTING APPLICATIONS.

Apply on this link: [Job Information: Senior Communications & Partner Engagement Manager Job \(appone.com\)](#)

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