



**POSITION:** 2021-2022 Community Education Coordinator AmeriCorps Member  
**DEPARTMENT:** Advocacy  
**REPORTS TO:** Sue Loellbach, Advocacy Manager  
**SUPERVISED BY:** Executive Director  
**LOCATION:** 2121 Dewey Avenue, Evanston, IL, 60201  
**TRAVEL:** Regular travel within the City of Evanston and around the North Shore.  
**DURATION:** 12 months.  
**STIPEND:** \$11,000 plus monthly commute debit card.

## **POSITION OVERVIEW**

Connections for the Homeless is seeking to hire a full-time AmeriCorps member to support the Advocacy Program. Ideally, the Community Education Coordinator will have excellent written and verbal skills and strong qualitative and quantitative research skills, along with analytical abilities combined with an empathic and compassionate mindset.

Connections for the Homeless serves and catalyzes our community to end homelessness, one person at a time. Our program, Joining Forces for Affordable Housing (Joining Forces) has united more than 100 partners in northern Cook County to bring attention to the affordable housing crisis, educate our community on the impact of systemic racism on housing, and offer a platform for community partnerships.

The AmeriCorps Member will build the capacity of the advocacy program by developing strategies and materials to engage new partner agencies, strengthen advocacy efforts of Joining Forces members, and increase community awareness and demystify affordable housing.

## **CORE RESPONSIBILITIES**

- Develop a template for engagement plans to use in consulting with participating Joining Forces agencies/organizations.
- Work with members of Joining Forces, using the template, to map how they will advance community education and awareness efforts related to affordable housing.
- Engage with new community groups in Joining Forces throughout the project period and have preliminary plans in place to leverage their existing assets to advance community education and awareness efforts related to affordable housing.

- Establish contact with grass roots organizations in municipalities in north suburban Cook County during the project period to share more information about Joining Forces and engage them in community organizing activity such as hosting an educational affordable housing workshop or conducting an analysis of their municipality's affordable housing needs.
- Participate in ongoing Joining Forces meetings during project period and engage new volunteers to attend these meetings.
- Refine and design content for affordable housing workshops with the support of the Advocacy Manager.
- Create an affordable housing snapshot/needs assessments template that include sections for community data and current grassroots efforts in the locality that support affordable housing.
- Create materials that summarize best-practices and strategies for engaging clients in advocacy work.
- Share best-practices for engaging clients in advocacy efforts with members of Joining Forces and collect feedback.
- Provide communications to members of Joining Forces throughout the assignment period that they can use to engage their clients in community organizing work.

## **REQUIREMENTS**

- Age 18 or older
- US Citizen or Lawful Permanent Resident
- Flexible weekday/weekend schedule to accommodate variability of offsite assignments.

## **QUALIFICATIONS**

To perform the opportunity successfully, an individual should demonstrate the following competencies:

- |  |                        |
|--|------------------------|
| • Displayed Applied Knowledge Behavior | • Planning /Organizing |
| • Professionalism                      | • Research Skills      |
| • Oral/Written Communication           | • Relationship Skills  |
| • Problem Solving                      | • Results Orientation  |

## **TO APPLY**

If you are interested in this position, please send your resume and cover letter to Sue Loellbach at [sloellbach@connect2home.org](mailto:sloellbach@connect2home.org)

*The responsibilities listed above are intended to describe the general nature and level of work being performed by people assigned to do this job. The above is not intended to be an exhaustive list of all responsibilities and duties required. Other duties may be assigned by managers.*