



JOB DESCRIPTION

Community Engagement Associate

New Kensington Community Development Corporation (NKCDC) strengthens the physical, social and economic fabric of Kensington, Fishtown and Port Richmond, Philadelphia, by being a catalyst for sustainable development and community building. NKCDC draws on the strengths of the community to empower residents and promote resident-driven development. We believe in a multi-faceted approach to neighborhood revitalization, working with economic development, real estate development, vacant land management, community engagement and neighborhood planning as well as housing services.

Function

Team member will work as NKCDC's primary community outreach and organizing assistance to bring needed services and resources to residents that NKCDC serves in the Fishtown, Kensington, and Port Richmond neighborhoods of Philadelphia. Provides on-the-ground support around educational information on topics relevant to constituents as a means of pursuing neighborhood and community improvement and involvement. Serves as part of NKCDC's Neighborhood Advisory Committee (NAC) Program of the City of Philadelphia through informing residents as to the programs and opportunities available to them in areas such as housing counseling, foreclosure prevention, and other City programs and services.

Reports to

Community Engagement Director

Professional responsibilities

- Administer crucial marketing and promotion functions for educational events as part of NKCDC's Neighborhood Advisory Committee (NAC) Program of the City of Philadelphia;
- Provide on-the-ground, block-by-block support to NKCDC's Community Connector program that works with neighborhood block leaders to increase leadership development and benefits enrollment;
- Coordinate outreach campaigns that meets neighbors where they are, including providing one-on-one constituent assistance in areas like crime prevention, foreclosure prevention, and quality of life issues;
- Represent NKCDC and our NAC office at neighborhood events at schools, faith-based institutions, and other community centers;
- Assist residents in search of resources to help support themselves and their families;
- Attend community meetings related to NKCDC initiatives, ensuring strong community input;
- Report back to NKCDC on relevant knowledge obtained outside the organization;
- Other duties as assigned.

2515 Frankford Ave | Philadelphia PA 19125 | www.nkcddc.org | 215.427.0350





Qualifications and requirements

- High school diploma or equivalent required; bachelor's degree preferred.
- Documented experience in community organizing preferred.
- An interest and/or experience in working directly with people one-on-one in a client-to-service provider relationship
- Residence in 19125 or 19134 preferred.
- Strong interpersonal and verbal communication skills. Social media and marketing experience a plus.
- Spanish language fluency and ability to translate written materials a plus.
- Valid driver's license; access to a personal vehicle is a plus.
- There is some flexibility on shift start and end times but candidate must be able to work evenings and weekends as needed.

Compensation

Starting annual salary will be \$40,000. Benefits including HMO health plan, long- and short-term disability insurance, life insurance, paid vacation and 403 (b) retirement plan.

Application process

Send letter and resume to Andrew Goodman, Community Engagement Director, NKCDC, agoodman [AT] nkcdc.org. All candidate resumes are given due consideration and are kept on file for one year, but we cannot always respond personally due to the high volume of inquiries.

NKCDC provides Equal Employment Opportunity (EEO) to all persons regardless of age, race, national or ethnic origin, gender identity or expression, religion, language, political beliefs, sexual orientation, or physical ability.