



777 Tenth Avenue, New York, NY 10019 T: 212-541-5996 F: 212-541-5966

## **Director of Organizing – Position Opening Announcement**

*Housing Conservation Coordinators, Inc.* (HCC) is a 50 year old community-based, not-for-profit organization anchored in the Hell's Clinton neighborhood of Manhattan's west side. We are dedicated to advancing social and economic justice and fighting for the rights of poor, low-income and working individuals and families. With a primary focus on strengthening and preserving affordable housing, we seek to promote a vibrant and diverse community with the power to shape its own future.

Each year HCC assists more than 4,000 residents resolve housing-related problems through our core programs: legal services, tenant & community organizing, weatherization assistance.

HCC seeks a Director of Organizing to oversee its tenant and community organizing programs extending along Manhattan's west side. The Director of Organizing will supervise 2 to 3 full-time staff members in addition to volunteers/interns and reports directly to the Executive Director. They will be responsible for program development/expansion, staff training and supervision, programmatic and fiscal compliance, grant tracking, fundraising and work directly on organizing campaigns. HCC also participates in related neighborhood coalitions and citywide campaigns and the Director of Organizing will oversee HCC's role and productive participation.

HCC seeks a dynamic Director of Organizing capable of building diverse coalitions that may consist of neighborhood residents, community leaders, elected officials, citywide organizations and other interested parties. The ideal candidate will be able to understand and articulate complicated issues clearly, be comfortable in a range of settings, have strong base-building skills and bring a creative approach to achieving campaign goals. Candidates must have 5+ years of direct community and/or tenant organizing experience with at least 2 years of supervising experience, be highly organized, and have excellent writing, public speaking and computer skills. Bilingual (Spanish/English) is a plus.

Work hours are flexible but often require evening meetings. Salary range of \$67,500 – \$90,000 annually depending on candidate's experience. Benefits include employer paid medical, dental, and vision benefits, generous paid time off, as well as a retirement plan. Send cover letter, writing sample and resume in one pdf document via email by Friday January 6, 2023 to Leslie Thrope, Executive Director, HCC, at [lthrope@hcc-nyc.org](mailto:lthrope@hcc-nyc.org); Please note "Director of Organizing applicant" in subject line. **Applications will be reviewed and interviews scheduled on a rolling basis.**

HCC is an Equal Opportunity Employer. People of color, transgender and gender non-conforming people, survivors of violence, people with disabilities and individuals of diverse backgrounds encouraged to apply. HCC does not discriminate based on race, color, creed, religion, gender, age, sexual orientation, gender identity and expression, height, weight, national origin, disability, or citizen, marital, veteran, or HIV status.