



Community Engagement Fellow Job Description

Work Schedule: Full Time, Monday – Friday 8am-4pm, some evening and weekend hours

Compensation: \$55,000 per year, Health Insurance, 401k

Trumbull Neighborhood Partnership will host a 24 month fellowship position that will focus on the organization's outreach to residents, partners, stakeholders, and the community at large around all aspects of organizational programming, with a focus on housing. Specifically, the fellow will lead the organization's work driving institutional and policy change around housing with a focus on education, outreach, and policy change around the mitigation of the risks presented by exposure to lead paint. The position will also provide program and administrative support for all housing initiatives as needed through the fellowship period.

The fellowship is made possible in partnership with The Raymond John Wean Foundation as part of a broad and long-term goal to promote leadership development and racial equity in the non-profit sector, and to support leadership opportunities for people of color locally.

Primary Responsibilities

- Direct outreach and education initiatives to all resident groups, contractor pipelines, institutional partners, elected officials, community cohorts, partners, stakeholders and other affinity groups around all aspects of TNP Programming with a focus on community health issues including lead paint risk and abatement and brownfield remediation.
- Work closely with TNP Housing Staff to streamline outreach, intake, implementation and administrative pipeline around housing programs.
- Engage residents, elected officials, and other stakeholders to share in plain and thorough language the history and importance of mitigating and remediating the public health risks presented by lead paint and drive efforts to change policy towards material change.
- Produce data survey and collection of available data sets that exist for lead related information, including demographics information related to lead risk, abatement, other mitigation strategies, and education.



- Review of the current process a household might follow from the point of education/testing to the point of resolution for issues related to lead paint risk including local and state resources
- Development of a public facing website and other materials for residents to access to provide education on lead in housing, guidance on testing, resources for renovation, etc.
- Create additional goals and a strategic plan for the Task Force, addressing resource gaps, funding plans, and local housing code and policy improvements.
- Assist the organization and its partners in fund development for housing programs with an emphasis on lead paint remediation, including grant research, grant application, and grant management.

Qualifications

The ideal candidate would be/have:

- At least 5 years of increasingly responsible work experience
- Proven community outreach and coordination experience
- Strong written and oral communication skills
- Ability to think and plan strategically on both organizational and systemic levels over multi-year horizons
- Strong facilitation and presentation skills before multiple types of audiences
- Existing relationships with, or ability to build relationships with, a range of cross-sector stakeholders in the regional area, including senior executives and community residents
- Strong understanding of the ways diversity influences policies, programs, services, and the health of a community (e.g., language, culture, values, socioeconomic status, geography, education, race, gender, sexual orientation, profession, religion and historical experiences)

Submit resume to:

Trumbull Neighborhood Partnership

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