

March 22, 2024

JOB DESCRIPTION

Mission Hill Healthy Neighborhood Coalition

Coordinator

WHO WE ARE

The Mission Hill Healthy Neighborhood Coalition (MHHNC) is a new initiative of Sociedad Latina, Mission Hill Neighborhood Housing Services, Tobin Community Center, and other neighborhood partners. MHHNC promotes connecting youth and seniors through intergenerational programming that supports building more of a sense of belonging and interconnectedness among age groups in Mission Hill, as well as connecting different pockets of Mission Hill residents and language groups. Our activities and programming address the social isolation, disconnection, and chronic anxiety/trauma that both youth and seniors have faced during the COVID-19 pandemic, which continues to have a prevalent impact on these age groups three years after the start of the pandemic.

MHHNC aims to close the gap on generational isolation through multi-general programming offerings that transform the way that meaningful connections occur between our Mission Hill members, predominantly young adults and seniors. Following an intensive community planning process in Summer, 2023, MHHNC partners identified the following key themes and priorities:

- Identifying neighborhood issues that most significantly impacted both seniors and youth, including social isolation and mental health challenges, food insecurity, affordable housing, and physical safety.
- High interest to participate in intergenerational programming and activities, including one-on-one and group activities.
- Recognizing how to connect different pockets of Mission Hill and different language groups.

Over the next year, MHHNC partners will work with the community to:

- Formalize the Coalition of residents and community organizations and establish an Youth and Seniors Advisory Council to oversee the initiative
- Implement at least five activities annually that bring youth and seniors together
- Build an increased sense of connection among each youth and seniors and a sense of belonging in their neighborhood.

Responsibilities

The Coordinator is a newly-created, full-time, grant-funded position. The Coordinator will report to the MHHNC Steering Committee, made up by leaders from Sociedad Latina, Mission Hill Neighborhood Housing Services, and Tobin Community Center.

The Coordinator will work with partner organizations and residents to educate the community about the initiative, conduct outreach, plan and carry out events, and support the Youth and Senior Advisory Council that will help oversee the initiative.

Specific Responsibilities include:

- Recruit community organizations and residents to participate in the Coalition
- Support recruitment and onboarding of Youth and Senior Advisory Council (YSAC) members
- Support and facilitate monthly meetings of the YSAC, as well as quarterly Coalition meetings
- Lead planning and implementation of at least five MHHNC community-wide, intergenerational events per year
- Coordinate community outreach efforts to promote MHHNC events and activities and engage residents and organizations in the initiative
- Work with Coalition partners and YSAC to identify programming gaps and advocate for resources and services for youth and seniors
- Coordinate with Steering Committee to promote the initiative in the neighborhood and on social media
- Support the project's independent evaluator to gather data and meet evaluation timelines.

Desirable Qualities

- Committed to both grassroots community empowerment and to developing partnerships
- Both self-starting and a great team player
- Can comfortably manage multiple tasks and projects independently
- At least 2 years of experience doing community outreach, organizing, and event planning, with demonstrated successes
- Strong communication skills, both verbal and written, as well as interpersonal skills
- Fluency or language proficiency preferred: Spanish, Cantonese, Mandarin, or Russian
- Computer literate in social media, Microsoft Office suite, and standard database systems
- Experience working with people of diverse social and economic backgrounds and comfort working in a community based nonprofit environment
- Ability to work some evenings and weekends
- Familiarity with Mission Hill a plus. This position will require a consistent presence in the neighborhood.

Compensation

This position begins April/May 2024 with an annual salary of \$60,000-\$65,000 depending on experience. The position offers a benefits package including health insurance and two weeks paid vacation.

Application Process

Please submit a cover letter along with a resume to: hiring@sociedadlatina.org.

Candidates are strongly encouraged to submit their application by Monday, April 15. Applications will be accepted until the position is filled, with priority given to those received by this date.

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