



## Outreach and Engagement Specialist

<b>Job Title:</b>	Outreach and Engagement Specialist	<b>Job Category:</b>	Non-Exempt
<b>Department/Group:</b>	The Community Alliance Initiative	<b>Reports To:</b>	Program Coordinator
<b>Location:</b>	3541 W. North Avenue Chicago, IL 60647	<b>Travel Required:</b>	Within City Limits
<b>Level/Salary Range:</b>	\$32,000 - \$35,000 per year	<b>Position Type:</b>	Full-Time

### Organization Overview

Since 1982, LUCHA (Latin United Community Housing Association) an Illinois 501(c)(3) corporation has served thousands of moderate and low-income families with Affordable Housing Development, Emergency Housing Repair and Assistance, Home Buyer Counseling, Foreclosure Prevention and Legal Assistance. LUCHA owns and operates 198 units of affordable housing in the West Town, Humboldt Park and Logan Square Communities of Chicago.

### Program Overview

The Community Alliance Initiative is a program conducted in collaboration with the Chicago Housing Authority (CHA) to work in targeted communities (Armour Square, Humboldt Park, Jefferson Park, Logan Square, and Rogers Park) with the goal of increasing the participation of Latinx, and other underrepresented groups taking advantage of CHA housing, business, and employment opportunities.

### Job Role

- Conduct outreach to targeted households and local community organizations, agencies, institutions, and elected officials
- Schedule, promote, and hold workshops on CHA housing, business, and employment related programs.
- Conduct follow up services with interested workshop participants
- Enter and manage data regarding program participation
- Maintain ongoing relationships with local collaborating groups

- Support other LUCHA housing related initiatives when called upon

### **Educational Requirements**

- Required: Undergraduate degree (BA/BS).

### **Other Qualifications/Requirements**

- Bilingual (not limited to Spanish/English) highly desired.
- Familiarity with client management systems
- Experience with MS Office programs (Word, Excel, Outlook, etc.).
- Must be effective public speaker
- Social service, educational, or community organizing experience working in diverse lower income communities
- Must be able to work in client centered manner and be able to identify and respond to specific client needs
- Ability to work effectively in a team environment.
- Willing to work flexible hours.
- Owning a car with a valid driver's license a plus.
- Ability to represent LUCHA in a positive and professional manner at all times.
- Residents of the target communities are encouraged to apply.

**Contact:** Maria Galarza, 773-276-5338 ext. 239 or [mgalarza@lucha.org](mailto:mgalarza@lucha.org)

LUCHA is 501(c)(3) nonprofit corporation and an equal opportunity employer. To learn more about LUCHA, please visit [www.lucha.org](http://www.lucha.org).