



Community Outreach Manager

Central Delaware Habitat for Humanity's mission is seeking to put God's love into action by bringing people together to build homes, communities and hope.

SUMMARY STATEMENT

To lead neighborhood and community engagement events, workshops and activities of Central Delaware Habitat for Humanity aimed at partnering with residents and local organizations. The goal of which is to identify and prioritize community needs in an effort to transform communities into vibrant and safe environments for current and future residents. The Community Outreach Manager will build on current relationships with local economic development agencies, religious organizations, community centers and other non-profit organizations. This position will report to the Director of Operations and work out of the office in Dover, Delaware.

RESPONSIBILITIES

1. Plan and implement events supporting neighborhood revitalization and community engagement.
2. Build and maintain strategic alliances and strong working partnerships with community-based organizations, action groups, and local government departments.
3. Recognize and identify new partnering opportunities with community organizations, individuals, and groups.
4. Actively participate in committee meetings for Homeowner Services, and Neighborhood Revitalization
5. Participate in local community development planning processes.
6. Work in coalition with neighborhood residents and partners to address the elements that contribute to a higher quality of life – healthcare, safety, and economic development.
7. Identify emerging needs and issues that impact housing, economic self-sufficiency, or community vitality and propose appropriate responses and advocacy priorities.
8. Establish metrics for success and collect all data on performance and outcomes to measure the social return on investment.
9. Assist in marketing all CDHFH events among the community stakeholders and residents.

SKILLS/EXPERIENCE

1. Relationships and familiarity with Kent County.
2. Experience in community outreach, organizing and/or community engagement with demonstrated skills to bring together community stakeholders.
3. Ability to work independently with excellent skills in teamwork and collaboration
4. Capable of managing multiple initiatives and changing priorities and schedules.
5. Ability to communicate effectively, positively, and professionally with residents, partner organizations, etc.
6. Demonstrated ability to build trust and rapport with individuals from diverse cultural, socio-economic, and ethnic backgrounds.
7. Ability and commitment to maintain confidentiality.
8. Demonstration of a positive, friendly image and excellent interpersonal skills (written and verbal) as well as strong customer focus.
9. Strong organizational skills with a keen eye for details.
10. Effective conflict management skills.
11. Experience in planning and budgeting, logistics, project management, volunteer development, and fundraising.
12. Computer skills including Google Suite, Word, PowerPoint, Excel, and other as needed to perform tasks.
13. Must have own transportation to perform job duties, valid driver's license, and meet the state required amount of personal automobile liability insurance.

EDUCATION

Bachelor's degree or higher in related fields or minimum of five years paid equivalent work experience.

SALARY

This is an exempt, full-time (40-hours/week) with some evening and weekend hours required. Salary is commensurate with experience and education.

Benefits include paid vacation and sick leave, health insurance and cell phone stipend.

TO APPLY

Submit cover letter and resume to employment@centraldelawarehabitat.org

****Central Delaware Habitat for Humanity is an equal opportunity employer***