



## JANE PLACE NEIGHBORHOOD SUSTAINABILITY INITIATIVE

### Job Description

**Title:** Project Coordinator with Jane Place Neighborhood Sustainability Initiative

**Status:** Part-time (14 hours)

#### About Us:

Jane Place Neighborhood Sustainability Initiative (JPNSI) is a Community Land Trust (CLT) and housing rights organization committed to creating sustainable, democratic, and economically-just neighborhoods and communities in New Orleans. We work to transform unjust development policies, discriminatory housing practices, and predatory development schemes by engaging in strategies that create permanently affordable housing, advance tenant rights, expand housing security, and uphold equitable housing patterns and land use planning.

#### Position Summary:

JPNSI is seeking a highly motivated, passionate, and experienced housing advocate for the multifaceted role of Project Coordinator to join our team this fall and work to expand the movement for housing justice and tenant rights in New Orleans. The Project Coordinator is a part-time position coordinating our tenant rights advocacy work.

#### Project Description:

Tenants have very few legal rights and protections in Louisiana. Renters in New Orleans are faced with high costs of living, substandard housing conditions, and lightning-fast eviction processes that can quickly put families on the streets through five-day notices to vacate or 24-hour notices via housing court. Landlords are well organized, well resourced, and often dictate the housing agenda.

The project will build a tenant-led housing rights movement for the city of New Orleans via the following intersecting components: (1) identifying and engaging with tenants in New Orleans; (2) building a base of engaged members interested in advocating for renters' rights, housing justice, and permanently affordable housing; (3) developing advocacy campaigns, community organizing campaigns and building resident capacity to work towards systemic change; and (4) facilitating monthly tenant meetings.

#### Principle Duties:

- Assist in creating and executing an outreach strategy to grow a membership base
- Facilitate monthly meetings with residents to identify and prioritize issues for campaigns
- Build relationships and network with grassroots and community organizations whose membership includes renters



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- Identify and build city-wide advocacy and organizing campaigns for permanently affordable housing and housing rights
- Identify and coordinate trainings to improve skills and capacities amongst members

### **Desired Skills and Competencies:**

- Personal passion for housing rights, affordability, community-controlled development, and equitable land use planning
- Commitment to leadership development, community building, and community organizing as strategies for social change
- Ability to take initiative, quickly learn new skills, and seek out appropriate support and training
- Experience in community organizing or advocacy work, with a preference for work done in New Orleans
- Demonstrated success working collaboratively with and reporting to a supervisory team
- Excellent communication and interpersonal skills, including an ability to communicate complex issues concisely, and adopt writing styles when appropriate
- Highly organized with ability to set priorities, develop work schedules, monitor progress towards goals, adjust, innovate, and track details, data, information, and activities
- Ability to travel to meet with partners and community members
- Skilled in meeting facilitation and comfort with public speaking
- Ability to work flexible hours
- Spanish-speaking a plus

### **Location/ Duration/ Compensation:**

This position is based in New Orleans, LA. It is part-time (approximately 14 hours/week, \$15/hour). Position is funded for one year, with the possibility of increased hours as project develops.

### **To Apply:**

To apply, submit your cover letter and resume detailing your relevant work and educational experiences to [jobs@jpnsi.org](mailto:jobs@jpnsi.org). In your email, please reference the job title you are applying for in the subject line. Applicants will be considered on a rolling basis until the position is filled. Please familiarize yourself with JPNSI's work prior to apply by reviewing our website: [www.jpnsi.org](http://www.jpnsi.org).

JPNSI is an Equal Opportunity Employer. People of color, women, people with disabilities, LGBTQ people, and long-time Orleans Parish residents are encouraged to apply.

**jpnsi.org - PO Box 53011 New Orleans LA 70153 - 504 451 3693**