



Chicago Area Fair Housing Alliance Position Announcement

The Chicago Area Fair Housing Alliance (CAFHA) is a 501(c)(3) nonprofit consortium of fair housing and advocacy organizations, social service providers, government agencies, and municipalities. For more than 35 years, CAFHA has spearheaded the movement to dismantle residential segregation in the Chicago region by combatting housing discrimination and promoting equitable place-based opportunity through education, advocacy, and collaborative action.

Director of Policy & Organizing

Location: Remote, with requirements for in-person meetings and events from time to time in Greater Chicago, IL

Position Type: Full-time, Exempt

Salary: \$70,000.00 - \$75,000.00

Benefits: include 100% employer-paid health, dental, and vision coverage for employees; generous paid time off; short-term disability; life insurance; flexible and remote work; and more.

Reports to: Co-Executive Director

Application Deadline: April 5, 2024

CAFHA seeks a strategic, committed, and passionate leader to fulfill its full-time Director of Policy & Organizing position. This position is approximately 40 hours per week, a key member of CAFHA's leadership team, and reports to CAFHA's Co-Executive Director.

The Director of Policy & Organizing will manage our Organizing Team, currently made up of our Senior Housing Justice Organizer and Housing Justice Organizer. **The Director of Policy & Organizing will serve a central role in developing and moving policy campaigns forward, lead the team in building collective power, and ultimately advancing housing justice.** An individual in this position must possess a deep commitment to movement building and have experience in community organizing and policy advocacy; must be a keen strategist and know how to lead successful legislative campaigns; must be a skilled communicator who can activate people, organizations, and elected officials to impact meaningful change; and must be a mentor and motivator with experience supporting teams with diverse skill sets.

Primary Functions

Team Lead:

- Direct CAFHA's Policy Advocacy & Organizing program, by working with our Organizing Team to set an advocacy agenda, develop organizing strategies, and hone CAFHA's unique niche within the housing organizing space.
- Provide direct supervision and support to two front-line organizers to nurture skill development and effectiveness, performance objectives, and evaluate accomplishments.
- Build a team culture of mutual accountability and appreciation for the unique expertise our staff brings to the table.

Housing Justice Campaigns:

- Apply your organizing and policy advocacy expertise to develop CAFHA's housing justice campaign strategies with the organizing team and set an annual advocacy agenda.
- Research and provide issue assessments, policy briefs, and reports to guide our policy work.
- Represent CAFHA within housing justice coalitions; and at times lead coalitions that CAFHA facilitates.
- Represent CAFHA at media events, campaign actions, and community events.
- Remain up-to-date on emerging issues and trends related to housing justice in the Chicago Metro region.

Community Engagement & Education:

- Work with the Communications and Training Manager to build support for housing justice initiatives by developing impactful communication to CAFHA members, partners, and other stakeholders.
- Establish and maintain relationships with elected officials and other policymakers.
- Work with the Organizing Team to design and implement training and workshops on community organizing topics to develop the leadership capacity of community members.

Administrative Functions:

- Ensure that the Policy Advocacy & Organizing program activities are consistent with the program objectives and that objectives can be met with available resources.
- Ensure the program meets targets, budgets, and timelines, with appropriate reporting and evaluation.
- Develop, complete, and finalize all program outcomes and deliverables according to the timeline.
- Assist with program fundraising efforts.
- Other duties as assigned.

Requirements:

- Deep commitment to housing justice, racial equity, and the transformational power of community organizing.
- A minimum of 5 years legislative advocacy and policy development experience, with at least 3 years of direct community organizing experience.
- A minimum of 3 years of experience supervising staff.
- Substantive knowledge of housing justice issues and relevant laws and legislative processes in Illinois.
- Strong track record of successful legislative campaign development and coalition participation/leadership
- Demonstrated background in data analysis, legislative research, and policy-related writing or reporting.
- A preference for candidates with lived experience or direct experience working with individuals who have faced housing instability and/or housing discrimination.
- Ability to build and maintain trusting, equitable relationships with leaders with lived experience and organizational partners.
- Prepared to be creative, adaptable, and responsive to the needs of community members.
- Openness and ability to give and receive constructive feedback to deepen CAFHA's impact.
- Exceptional communication (verbal and written) and interpersonal skills.
- Excellent organizational skills and ability to manage multiple tasks, delegate effectively, and meet deadlines.
- Ability to travel throughout the Chicago metro region.

To Apply:

Provide a resume and cover letter to: apply@cafha.net with the subject line: "Director of Policy & Organizing." In your cover letter, please respond to the following questions. Applications without these questions addressed will not be considered.

- 1) How have you worked to build power for justice with directly impacted people and communities?
- 2) What are the qualities of a good organizer? How have you demonstrated those attributes in your work?

The Chicago Area Fair Housing Alliance is an equal opportunity/affirmative action employer. CAFHA recognizes the unparalleled expertise of those who have directly experienced housing instability or discrimination and/or those who have been most burdened by our region's pervasive residential segregation. Upon request, accommodations in the application process will be provided to individuals with disabilities.