



# AmeriCorps Member Position Description

**Member Position / Title:**

Community Outreach Associate

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**Member Immediate Supervisor:**

Renee Corrigan

**Name: Days / Hours of Service:**

Office hours are M-F, 9am-5pm. Position requires some evening/weekend hours; corps member will flex time for a total of 40 hours/week. Right now, **all work is remote** and will remain so until office work can resume safely without risk of COVID-19 transmission. Some travel may be required if/when it can be done safely.

**Member Immediate Supervisor Title:**

Education & Outreach Director

**Partner Organization Name:**

Louisiana Fair Housing Action Center

**Address:** 1340 Poydras St., Suite 710      **City:** New Orleans, LA      **Zip Code:** 70112

**Website:** [www.lafairhousing.org](http://www.lafairhousing.org)

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**Organization/Agency Mission and/or Goals:**

The Louisiana Fair Housing Action Center (LaFHAC) is a nonprofit civil rights organization established in 1995 to eradicate housing discrimination. LaFHAC's work throughout Louisiana includes education, investigation and enforcement activities. LaFHAC is dedicated to fighting housing discrimination because it is an illegal and divisive force that perpetuates poverty, segregation, ignorance, fear and hatred. LaFHAC is the only full-service fair housing organization in Louisiana. Housing discrimination is prevalent throughout Louisiana and contributes to segregation and systemic inequalities in everything from educational attainment, to employment access, to health outcomes and life expectancy. Our work to address segregation and access to opportunity helps to build healthier, more secure communities.

**Program Mission and/or Goals:**

The goals for the project are to expand LaFHAC's outreach capacity to increase awareness of housing discrimination and fair housing rights statewide, and to increase meaningful community engagement between LaFHAC and communities across Louisiana, in order to help build a powerful movement for fair housing in Louisiana.

**Community Need:**

The importance of housing choice cannot be overstated, as a person's neighborhood is inextricably tied to their life outcomes. A 2012 report by the Joint Center for Political and

Economic Studies and the Orleans Parish Place Matters Team, *Place Matters for Health in Orleans Parish*, found that life expectancy in the city varies by as much as 25 years depending on one's zip code. Notably, New Orleans zip codes with the highest life expectancies are overwhelmingly white, while those with the lowest are majority-African American, and this is a common pattern in cities across the United States. The high levels of residential segregation we see today are the result of generations of discriminatory housing policy and they continue to be perpetuated by high levels of housing discrimination in rentals, sales, mortgage lending, insurance and zoning policies. The National Fair Housing Alliance estimates that more than four million acts of housing discrimination occur in the United States each year, but only a tiny fraction of those incidents are ever reported. Many families don't know their housing rights, don't know the signs of housing discrimination (that can sometimes be subtle or hard to detect) and/or don't know that no-cost services are available to assist them in making and pursuing a complaint.

**Member Position Summary:**

Community Outreach Coordinator will:

- Conduct statewide outreach – virtually as needed and in person when/if safe to do so – to expand LaFHAC's networks, partnerships, and visibility in various Louisiana communities, both urban and rural.
- Conduct targeted outreach to groups who experience high levels of housing discrimination (including immigrants and persons with limited English proficiency, people of color, families with children, persons with disabilities, Muslim communities, survivors of domestic violence, LGBT persons, formerly incarcerated and justice-involved individuals, and voucher holders).
- Assist with planning and conducting LaFHAC's annual *Fit for a King* Fair Housing Summit in January, a series of community events for Fair Housing Month in April and other events throughout the year.
- Manage LaFHAC's website and blog, including working with each department to ensure that the website is resource-rich and accessible, and regularly posting updates and information to the website as needed.

**Necessary Training or Training Plan to be implemented prior to Member Placement:**

Training on Fair Housing laws, housing policy and necessary skills will be provided by LaFHAC.

**Member Impact:**

Corps member's work will increase the capacity of the only fair housing center in Louisiana to advocate for individuals and families that have been denied housing, harassed, treated unfairly or evicted because of who they are. Corp member's work will also help reduce systemic inequalities that are perpetuated by housing discrimination and entrenched segregation, including inequalities in access to quality education, job opportunities, accessible transit options, safe and healthy environments, healthy food and recreation facilities.

**Essential Functions of Position:**

- Assist with implementation of yearly outreach plan and strategies to effectively reach key constituencies
- Research potential partner organizations and reach out to share information about LaFHAC's work
- Build and maintain a database of organizations and key stakeholders contacted
- Participate in community events (virtual or in-person when safe) to tell people about fair housing and LaFHAC's services
- Give "Know Your Rights" presentations to a wide variety of audiences and occasional fair housing workshops with youth
- Produce LaFHAC's monthly e-newsletter
- Manage LaFHAC's weekly blog and draft blog posts
- Design flyers, PSAs and social media posts and other outreach materials
- Answer phones to conduct intakes and referrals of housing questions and complaints approximately one day per week

**Required Knowledge, Skills, and Abilities:**

Excellent written and oral communication skills. Ability to relate comfortably to individuals of different racial/ethnic, economic and cultural backgrounds. Ability to connect with individuals from diverse backgrounds and explain housing discrimination and systemic inequality in a way that is clear and relevant to their concerns. Organized. Ability to multi-task and complete projects in a timely manner under pressure. Team player. Knowledgeable about Louisiana communities.

**Required Academic and Experience Qualifications:**

Computer literacy with a variety of basic office programs including Word, Excel and others. Experience with social media marketing, and/or promotional material design a plus. Demonstrated commitment to fair housing and/or civil rights.