

Community-Media Outreach Coordinator
Foreclosure Rescue Scam Prevention / Fair Housing

Long Island Housing Services, Inc. (LIHS) is seeking a dynamic individual to coordinate community and media outreach and public interest advocacy efforts to educate and assist at-risk populations about foreclosure rescue scam prevention services and Fair Housing rights.

Outreach/Media Coordinator needed immediately to educate and alert homeowners who are at risk of falling victim to a foreclosure rescue scam, and to assist victims of foreclosure rescue scams with filing reports to enforcement authorities.

Outreach focus will be on Long Island communities identified as the areas “hardest hit” in the ongoing foreclosure crisis, to educate homeowners at risk of becoming a victim of a foreclosure rescue scam, such as a loan modification scam, phantom help, or deed theft. Outreach will also include providing referrals to homeowners in need of HUD-approved Foreclosure Prevention Services as well as general information on Fair Housing and Fair Lending rights.

The Community Outreach/Media Coordinator will be responsible for organizing and conducting activities to raise awareness of Foreclosure Rescue Scam Prevention resources available without charge to the public in conjunction with assigned staff under the supervision of the Program Manager and the Executive Director.

LIHS especially seeks an individual that will fluently communicate with English and Limited English Proficient Spanish speakers and other ethnic and racial minorities vulnerable to predatory lending and Fair Housing/Fair Lending violators.

Salary: negotiable, based on experience.

Qualifications: Commitment to LIHS' Mission: elimination of unlawful housing discrimination and promotion of racial and economic integration and decent and affordable housing through advocacy and education. Commitment to equal housing opportunity without regard to race, color, national origin, religion/creed, sex (gender), familial status (families with children under 18 years of age), handicap/disability (mental and physical), marital status, age (over 18), military status, sexual orientation, veteran status, status as victim of domestic violence or source of income.

- An ability to perceive housing issues from an advocacy perspective, and to articulate ideas and facts in writing and verbally.
- Highly organized, attention to details, ability to follow through on instructions, and multitask, self-starting and ability to work with minimal supervision. Positive attitude and ability to respectfully communicate with staff; congeniality with fellow workers is essential.
- Personal composure and willingness to interact with the Press/Media outlets, outside agencies, and government officials; conduct public speaking.
- An ability to relate comfortably and effectively with respect and tact to people of all races, lifestyles, and economic levels.
- Strong written, verbal, and computer skills. Working familiarity with Word, Excel, Publisher, and Internet required.
- Punctuality, reliability and willingness to work occasional weekend or evenings.
- Valid Driver's license, personal transportation, willing bi-county traveler.
- English verbal and written communication skills; fluent verbal and written Spanish a plus.

The ideal candidate will bring to the position:

- Demonstrated experience in community organizing, media outreach and advocacy.
- Familiarity with Long Island's communities hardest hit by the foreclosure crisis, and most vulnerable to be targeted for rescue scams.
- Experience counseling clients in distress.
- Outstanding project management skills – must be able to set priorities, plan, and manage multiple projects simultaneously with high attention to detail and deadlines.
- Exceptional English and Spanish verbal and written communication skills and the ability to compose and/or deliver clear, concise pieces for media, varied audiences, service organizations, policymakers.
- Competency in Windows, Word, Excel, Power Point, databases and Internet research.
- Passionate commitment to Fair Housing/Fair Lending with focus on educating clients, promoting equity and ending unlawful predatory lending practices and discrimination.
- Familiarity with mortgage loan processes and related consumer issues.
- Familiarity with Tenant's Rights.
- Familiarity with Fair Housing/Fair Lending Laws.

Examples of assignments:

- Conduct public relations activities as directed to implement targeted outreach and education campaigns and provide written reports on related activities.
- Conduct outreach, engage with foreclosure rescue scam victims, and report on advocacy efforts to eliminate rescue scam prevention and predatory/abusive lending.
- Other duties as assigned by the Executive Director or Program Manager to successfully fulfill the agency's goals and mission.

How to Apply: Please email resume and cover letter specifying minimum salary requirement to: info@LIFairHousing.org noting **Foreclosure Rescue Scam Outreach Coordinator** in subject line. Address cover letter to *Executive Director, Michelle Santantonio & Program Manager, Trina Kokalis*. **No calls please.** Beginning annual salary: Negotiable, based on skill level, experience and contractual funding. Substantial benefits provided. **LIHS is an equal opportunity employer.**