



# Housing Initiative Partnership, Inc.

30 YEARS of Housing Security | Financial Stability | Community Success

## CONSULTING POSITION DESCRIPTION

**POSITION:** Faith Community Outreach Consultant, Part-time  
**DEPARTMENT:** Housing Counseling & Services  
**REVISED:** October 25, 2023

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### ABOUT HIP:

Housing Initiative Partnership, Inc. (HIP) is a nonprofit organization that develops innovative affordable housing, revitalizes neighborhoods, and equips people to achieve their housing and financial goals. Our vision is that every person lives in high-quality affordable housing in a thriving community. HIP maintains offices in Hyattsville in Prince George's County, and in Germantown and Gaithersburg, in Montgomery County, Maryland.

### POSITION SUMMARY:

The Faith Community Outreach Consultant will work with HIP's Home Sharing Program staff to promote the program and its benefits within faith communities in Montgomery County and assist in identifying compatible housemates. Through HIP's Home Sharing program, homeowners offer a spare bedroom or Accessory Dwelling Unit in their home for rent to home seekers in search of affordable, healthy and safe housing for six months or longer. The goal for the Faith Community Outreach Consultant will be to identify 3-5 faith communities during FY2024, create relationships with community leaders, influencers and members, conduct outreach to build a pipeline of homeowner and home seekers interested in participating in HIP's Home Sharing Program.

### ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Work closely with HIP's Home Sharing Staff to carry out outreach initiatives. Collaboration will include attending weekly virtual and in-person meetings with Home Sharing team, and weekly/monthly reporting on efforts and outcomes achieved.
- Conduct research to identify 3-5 faith communities which present opportunities for robust participation in a home sharing program.
- Develop and implement an outreach strategy to create relationships with faith community leaders and members.
- Conduct direct outreach to community leaders and members to develop a pipeline of homeowners and home seekers who will participate in HIP's Home Sharing program. Efforts will include, but are not limited to: holding regular meetings with leaders and community members, conducting Information sessions with community members, leading virtual and in-person presentations to promote HIP's Home Sharing program.

### QUALIFICATIONS, KNOWLEDGE & SKILL REQUIRED:

- 3-5+ years experience conducting outreach, preferably with various faith communities.
  - Energetic, outgoing, and engaging personality
  - Strong problem-solving and multitasking skills
  - Must have outstanding written and oral communication and public speaking skills, including ability to engage and network with community leaders.
  - Must possess compassion and empathy for HIP's affordable housing mission, and have ability to communicate effectively with low- and moderate-income individuals from diverse cultures and backgrounds.
  - Must have reliable transportation and the ability to work weekday evenings and weekends.
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- Experience with Microsoft Office, Excel, PowerPoint and basic data entry skills
- Experience in real estate, housing services, affordable housing advocacy a plus.
- Bilingual in English/Spanish oral and written communications is a plus.

**HOW TO APPLY:**

Please email a Cover Letter and Resume to Lesia R. Bullock, Director of Resources & Communications, at [lrbullock@hiphomes.org](mailto:lrbullock@hiphomes.org).

No phone calls please.

Housing Initiative Partnership is an equal opportunity employer and does not discriminate against any applicant or employee because of race, color, religion, sex, national origin, disability, genetic information, age, or military or veteran status in accordance with federal law. In addition, HIP complies with applicable state and local laws governing non-discrimination in employment in every jurisdiction in which it maintains facilities. HIP also provides reasonable accommodation to qualified individuals with disabilities in accordance with applicable laws.