



NEIGHBORHOOD HUB NEIGHBORHOOD HUB PROGRAM MANAGER

BACKGROUND

While housing prices have climbed to record highs in Greater Boston, home values in Gateway Cities remain below 2006 levels. With continued low housing values, the cost of maintenance can exceed home values and lead to increasing disrepair and eventually abandoned properties. In the Gateway Cities of Fall River, Fitchburg, Holyoke, and Pittsfield more than one in ten housing units is vacant. Research has shown that high vacancy rates negatively affect neighborhoods, leading to depressed property values, increased crime, a reduction in local tax revenue, and increased public health hazards. In January of 2019, a study commissioned by MassINC and MACDC, [Building Communities of Promise and Possibility](#), identified the need for, and outlined the potential components of, a comprehensive neighborhood revitalization strategy.

THE NEIGHBORHOOD HUB

The Neighborhood Hub is a new initiative to support local housing markets in Gateway Cities across the Commonwealth. The Hub is a multi-agency partnership that includes: MassHousing, MassDevelopment, Massachusetts Housing Partnership (MHP), the Massachusetts Association of Community Development Corporations (MACDC), the Massachusetts Institute for a New Commonwealth (MassInc), and the Commonwealth's Department of Housing and Community Development (DHCD).

The primary goal of the program is to stabilize neighborhoods with a high rate of vacant, abandoned, and blighted properties in Gateway Cities. For its first iteration, the Neighborhood Hub is expected to assist three to five communities by:

- Working with them and their nonprofit partners to identify strategic neighborhood revitalization initiatives;
- Supporting the implementation of strategies for reclaiming vacant, abandoned, and blighted properties; and,
- Building capacity at the local level to implement change.

The Neighborhood Hub is located within MassHousing's Executive Director's office, with access to the technical expertise and resources of the partner agencies. The Neighborhood Hub Manager will report directly to MassHousing's Executive Director, Chrystal Kornegay; and will interact regularly with the Hub's partner agencies' Executive Leadership through the Hub Advisory Committee to shape the program's design and support for Gateway Cities. The Neighborhood Hub Manager will also partner with MassDevelopment's cohort of Transformative Development Initiative (TDI) fellows and be part of cohort-building activities.

The Neighborhood Hub's Program Manager role is funded for two years. Compensation will be commensurate with experience.

PROGRAM MANAGER'S RESPONSIBILITIES:

- Support for Hub Communities
 - Develop, implement and evaluate strategies for neighborhood stabilization
 - Assist with grant applications for strategy implementation
 - Connect Hub Communities with public and private agencies that can provide financial, technical, and other support
 - Identify local and state policy barriers and opportunities and share them with program partners
 - Provide follow-up and support over time
 - Support information dissemination and communication to public and private stakeholders to enable better visibility of district/city opportunities
- Program Management
 - Share insights gathered from interaction with Hub communities with the Hub Advisory to inform and shape various facets of the design of the program including: programming, assessment of impact, and development of content
 - Manage technical support from Hub Advisory Agencies and develop new partnerships for support as needed
- Program Administration
 - Fulfill administrative responsibilities needed for the Neighborhood Hub, including preparing expense reports, managing meetings with Hub communities, tracking and reporting on grant-making activities, and coordinating with Hub Advisory agencies for technical support
 - Prepare various written materials on a timely basis, including draft correspondence, strategy updates, and other related materials

PROGRAM MANAGER PREFERRED QUALIFICATIONS

- Education
 - A master's degree in public policy, economics, business, architecture, urban planning, real estate, sustainability, or a JD
- Work Experience
 - Minimum of 3-5 years professional work experience professional experience in urban planning, architecture, real estate, community development, or economic development in the public or private sector
 - Demonstrated familiarity with real estate development finance
 - Professional work experience in housing and/or neighborhood stabilization initiatives

- Some relationship to the Gateway Cities, or passion/interest in similar-sized cities or urban neighborhoods of larger cities
- Program Management
 - Demonstrated familiarity with methods and strategies for project formation, innovation, managing change, and/or organizational development - especially within municipal government.
 - Proven organizational, creative problem-solving, and analytical skills
 - Demonstrated expertise in developing benchmarks and metrics for reporting progress on innovative projects
 - Skill in managing multiple diverse activities and projects simultaneously, delivering on commitments, and operating with speed, accuracy, and strong judgment.
 - Ability to work independently
 - Ability to communicate persuasively, concisely, and clearly in speech and writing
 - Strong customer service orientation and persistent follow-through in service of clients
 - Ability to build productive relationships and lead work at multiple scales
 - Demonstrated experience with setting and managing a budget

APPLICATION REQUIREMENTS:

- Cover Letter: Include expertise and insight the candidate will provide to support strategic neighborhood revitalization work and identify their knowledge and experience in any of the Gateway Cities.
- Résumé

Applications should be directed to jobs@masshousing.com