

## **Bicultural Neighborhood Program Coordinator** **July 2022**

Make an impact as Interfaith Outreach's new **Bicultural Neighborhood Program Coordinator!** This position will provide services on-site to families living in two of our Neighborhood Program's affordable housing communities. These two rental communities are based in Plymouth and Medina--majority white, financially stable areas. Many families living within these communities' first language and/or culture is Somali. We are looking for someone who can serve as a liaison between these families and service providers, schools, property managers, and other partner organizations in the community. If the idea of working alongside families in our program is intriguing, you are bilingual in Somali/English, and have experience supporting low income families, we want to hear from you!

### **Why Us**

- ✓ Compensation starts at \$48,048 - \$50,450
- ✓ Medical
- ✓ Dental
- ✓ Vision
- ✓ Life Insurance
- ✓ FSA
- ✓ 401(k)
- ✓ Nine paid holidays
- ✓ Generous PTO (starting at 21 days annually)
- ✓ Four weeks of paid leave for employees eligible for parental or medical leave

### **About Us**

Interfaith Outreach is a human service nonprofit that strengthens our community by meeting basic needs and equipping families for ongoing stability. Our mission is to build a vibrant community where everyone counts and all sectors and systems work together for the good of all. We embrace diversity and are committed to promoting an inclusive environment across all types of difference. Inclusionary relationships are core to our role as an employer, service provider, partner and community leader. Neighborhood Program goals include family and housing stability, youth success and community building. Learn more about us: <https://iocp.org/about-community-outreach/our-vision/>

Our work environment is client centered, values driven, team oriented, fast paced, diverse, and focused on learning and professional development. We have a strong internal culture of collaboration and team support, and a deep commitment across staff to our mission and values. Our Supervisors care about their staff's physical and mental well-being and are extremely supportive of self-care. The Neighborhood Program team is tight knit, caring and has fun together!

### **Responsibilities**

- Act as a cultural bridge between families living in primarily Somali housing neighborhoods and community service providers (including Interfaith Outreach), assigned Wayzata schools, property management, and other partner organizations.
- Develop, implement, manage and evaluate Neighborhood programs and services, with a focus on building equity and building on youth, family, and neighborhood community strengths.
- Support and provide opportunities for neighborhood community-building among residents and the broader community.
- Build trusting, collaborative relationships with resident families.
- Be available to provide individual support to residents, adapt support based on resident needs, and help residents access community resources related to housing and family stability, youth success and community building.
- Effectively interpret, communicate, and advocate for resident needs within the larger organization and community partners.
- Support ongoing collaborative work with key program partners related to the Neighborhood Program (property managers, Wayzata schools, faith communities, community-based organizations); focusing especially on promoting cross cultural understanding and adaptation.
- Manage assigned programs including community dinners/events and out-of-school-time youth programs.
- Promote community leadership and community-led projects.
- Disseminate resources or important information to the community on a regular basis.
- Participate in team planning of volunteer recruitment, orientation and training.
- Coordinate volunteer participation in program operations.

### **Schedule Requirements**

The Bicultural Coordinator is 40 hours per week and will work on-site Monday to Friday during regular business hours. Some weekday evenings required. Occasional agency evening and weekend commitments may arise.

### **Required Qualifications**

- A combination of education and direct service experience working with low income families as follows:
  - High School Diploma/GED and 5+ years of relevant direct service experience
  - Associate's or Bachelor's Degree and 2+ years of relevant direct service experience
- Must be bilingual in Somali and English.
- Ability to effectively communicate within and between dominant and non-dominant cultural settings.
- Demonstrated experience working with populations of diverse age, income, race, national origin and disabilities.
- Understanding of barriers faced by Somali refugees and immigrants.
- Program development and coordination experience.
- Experience working with groups of youth.
- Knowledge of and ability to navigate community resources and systems.
- Ability to network and develop community partnerships.



- Excellent interpersonal, verbal and written communication skills.
- Proficient with Microsoft Office software programs and general computer proficiency.
- Ability to work effectively in teams.
- Self-motivated and able to work well with limited supervision.
- Must have access to reliable transportation and be willing to travel between work sites.
- Proficient skills in Microsoft software applications.

**Preferred Qualifications:**

- MSW and/or Social Work license.
- 5-7 year of direct service experience working with families in bicultural settings.
- Knowledge of community resources.
- Knowledge of tenants' housing rights and responsibilities.
- Community organizing experience.
- Experience working with volunteers.
- Have a valid driver's license, and ability and willingness to transport program participants in the Neighborhood Program van.

**Interested candidates should submit a resume and cover letter to [humanresources@iocp.org](mailto:humanresources@iocp.org).**

**Candidates are considered as submissions arrive. Position open until filled.**

Interfaith Outreach values a diverse work environment.  
People of color and people from other underrepresented communities are strongly encouraged to apply.  
Interfaith Outreach is an Equal Opportunity Employer.