



### **About Housing Conservation Coordinators, Inc.**

Housing Conservation Coordinators, Inc. (HCC), a 41 year old community-based, not-for-profit legal services agency, is based in the Hell's Kitchen/Clinton neighborhood of Manhattan's west side. HCC's offers a range of services to promote social and economic justice and fight for the rights of poor, low-income and working individuals and families. Today we offer a wide range of legal services, advocacy, weatherization and tenant/community organizing services that reach more than 3,000 residents each year.

### **Tenant Organizer**

HCC seeks a full-time tenant organizer to work with tenant associations to build sustaining tenant associations to improve living conditions and to engage residents on a series of related housing campaigns. The organizing process includes, but is not limited to: organizing building-wide tenant associations, conducting building-wide tenant meetings, disseminating information about tenants' rights, advocating for tenants with landlords and landlord attorneys, involving community members with broader city- and state-wide tenant issues, and helping tenants access additional support services as necessary. Work hours are flexible but often require evening meetings and some weekends.

### **Qualifications**

Candidates must possess excellent writing and speaking skills, ability to work well both independently and in collaboration, strong computer skills and minimum two years organizing experience preferred. Ability to speak Spanish is preferred. Salary will be set pursuant to a HCC's Collective Bargaining Agreement and will be commensurate with experience; generous benefit package includes medical and dental coverage among other benefits.

HCC is an equal opportunity employer and values a diverse workforce. Women, People of Color, Gays and Lesbians, Transgender People, Veterans and people with disabilities are encouraged to apply.

### **How to Apply**

Please submit cover letter, resume, salary history and salary requirements to [sdesmond@hcc-nyc.org](mailto:sdesmond@hcc-nyc.org) by October 28. Insert "Tenant Organizer applicant" in the subject field.