**Position: Community Coordinator**

**Salary Range: $42,000 - $49,000 per year**

**Reports to: Director of Community Health**

**This position is Full Time and 100% In Person**

For 67 years, LSA Family Health Service, a community-based nonprofit in East Harlem, has supported thousands of diverse and immigrant families striving to build better lives. LSA provides families with the most critical resources they need – food, clothing, healthcare, education, a safe home, and advocacy services. We believe by supporting and empowering families, our entire community will thrive.

**Position Overview:** We are seeking a passionate Community Coordinator to join our team working directly in residential buildings transitioning from NYCHA Public Housing into Section 8 under private management in East Harlem and surrounding neighborhoods. The Community Coordinator will serve as a trusted community partner connecting residents with vital health and social services, including housing supports, health access, and resources meeting their unique needs. As an essential member of our outreach and service delivery team, the Community Coordinator will support residents through education, navigation, advocacy, and ongoing social support to promote health and well-being in this vibrant community.

**The Location:** Our Community Coordinator will engage residents at offices within affordable housing buildings including Corsi Houses, UPACA 5 and 6, Taft, Jackie Robinson Houses and Morris Park Senior Citizens Home four days a week, and at LSA Family Health Service’s Center in East Harlem one day a week. This is a full-time in person position.

**A typical day:** This morning you helped Mrs. Figueroa who arrived at your desk in Corsi Houses feeling frustrated, tired, and juggling two grandkids who have been bored and restless all summer. She was worried about her Medicaid renewal and feeling overwhelmed. You sat with her, helped her enroll in a mental health support group, connected her to Summer Youth programs, and reminded her that she is not alone. Shortly afterward, you knocked on doors to check on seniors who missed a recent wellness visit before working with the local health center to plan a health fair. Your stack of reports and applications still needs to get done, but at heart everyone knows you are the caring person they can turn to. You are the new Community Coordinator at LSA Family Health Service’s first housing-based office, bringing health, hope, and connection to the community.

**Skills & Experience:**

1. A High School Diploma, GED, or equivalent is required
2. Experience working with public or supportive housing populations is strongly preferred
3. Fluency in Spanish, Mandarin, or other languages spoken in the East Harlem community is highly desirable
4. Must have a demonstrated commitment to social justice, health equity, and community empowerment
5. Strong interpersonal and communication skills are required for both individual encounters and public engagement with resident groups
6. Must have the ability to effectively manage participant caseloads
7. Able to travel between LSA’s main Center and multiple housing buildings in East Harlem including navigating stairwells, elevators, and surrounding streets to meet with residents in offices, common areas, and occasionally in their homes.
8. Experience working with database or electronic record systems is required.

**Benefits:** Health, dental and vision insurance. A 403(b) retirement plan. A generous time off policy including up to 12 personal, 15 vacation and 12 sick days per year in addition to paid holiday closures.

**To Apply:** Email a resume and cover letter to JStarkenburg@lsafhs.org with “Community Coordinator” as the subject line or apply via LinkedIn.

*LSA Family Health Service (LSA) provides equal employment opportunities to all applicants without regard to race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), parental status, national origin, age, disability, genetic information (including family medical history), political affiliation, military service in accordance with applicable federal, state and local laws*

[LSA Family Health Service](https://lsafhs.org/)