

ABOUT THE POSITION:

Isles is looking for an experienced *urban community development professional* to serve as Deputy Director for Isles Community Services.

The successful candidate will play a critical role in the development and implementation of services that enhance and improve Isles' community centered work. She/he will work closely with the Managing Director of Community Services in executing Isles' community development initiatives, with particular emphasis on managing the start-up and implementation of exciting new projects.

ABOUT ISLES COMMUNITY SERVICES:

Isles Community Services unit incorporates Youth Services, Community Planning and Development, and Isles Financial Solutions. The theory of change for Isles Community Services is:

If we educate, empower, and engage residents and stakeholders to take positive action in their neighborhoods; provide them with the resources, skills, and tools to transform themselves and their communities; and provide demonstration interventions to encourage and create the space for residents and stakeholders to create positive change in their communities, then Trentonians will have the education, skills, and motivation to create a more vibrant, safe, healthy, and fun city that cultivates sustainability and equity.

POSITION DETAILS:

Project Management

Working with Isles leadership, the Deputy Director will lead project start-up and implementation, including development, implementation, and oversight of new community services initiatives.

Administration and Management

Working with Isles staff, the Managing Director and Isles Administration, the Deputy Director will manage existing grants and identify and secure grants and other sources of funding to advance the goals of Community Services at Isles. The Deputy Director will also supervise staff and volunteers.

Community Engagement and Community Development

Working with staff and community stakeholders, the Deputy Director will effectively engage in urban community settings to build community, organize, and engage residents and stakeholders.

WHO WILL BE SUCCESSFUL:

The ideal candidate wants to work in a unique *think, learn and do community-focused setting*.

She/he will bring a critical commitment to the delivery of services, applying knowledge, skills, and best practices to improve and expand our work. She/he will be skilled in identifying opportunities, partnerships, funding sources, and efficiencies to broaden and deepen our service offerings, while ensuring that community members' interests remain the priority of projects and programs.

She/he will be able to adeptly lead in varied settings, working effectively with colleagues, public and private sector actors, and community-based stakeholders.

MINIMUM QUALIFICATIONS:

- Bachelor's degree in social sciences, public policy, law, social work, public health, or related field; Masters preferred
- 5 years+ of staff supervision and team leadership experience in a non-profit or comparable setting
- Evidence of successful project development, implementation and management
- Ability to take initiative and follow through on delegated tasks
- Effective grant management and reporting experience
- Demonstrated record of community-informed organizing or engagement
- Proven history of working with varied, and at times conflicting, stakeholders and audiences

- Cultural competency and cultural humility
- Commitment to racial equity and equitable community development
- Excellent written and oral communication skills
- Proficiency in Microsoft Office applications (Word, Excel, PowerPoint, Outlook)
- Proficiency in utilizing virtual meeting platforms (Zoom, WebEx, Teams, etc.)

PREFERRED QUALIFICATIONS:

- Familiarity and experience with community organizing and community planning
- Familiarity with youth development and youth violence reduction strategies
- Familiarity with real estate and housing development and management
- Spanish language proficiency

ABOUT ISLES:

Founded in 1981, Isles is a nationally recognized nonprofit community development and environmental organization with the mission to foster self-reliant families in healthy, sustainable communities. Each year, Isles reaches thousands of central New Jersey residents with opportunities for at-risk youth job training, affordable housing development, financial literacy training, homeownership counseling, community gardening, environmental health and education, community organizing, and regional planning.

WHAT IT'S LIKE TO WORK FOR ISLES:

Throughout its 40-year history, Isles has proactively and innovatively anticipated and responded to changing needs and priorities of the Trenton community and beyond. Isles works to impact underlying causes of social inequities in meaningful and effective ways, while ensuring a healthy work-life balance for staff members. Isles' culture is built around collaboration and mutual support, internally and externally, and a socially conscious commitment to advancing justice and equity. Our team consists of more than 60 employees, plus a corps of volunteers and an engaged Board of Directors.

Interested candidates should submit cover letter, resume and recent writing sample to hr@isles.org. Your application materials should demonstrate why you're a good fit for this position and what *specific* skills, experience, talents, and interest you'll bring to the table.