

# PUBLIC HOUSING COMMUNITY FUND

## Healthy Start @ NYCHA Summer Fellowship

<b>Organization:</b>	Public Housing Community Fund
<b>Location:</b>	NYCHA Resident Health Initiatives 250 Broadway, New York, NY
<b>Application Deadline:</b>	May 17, 2024, at 6:00 p.m. EDT
<b>Term:</b>	July 8 – October 11, 2024 (three months)

### Organizational Overview:

The [Public Housing Community Fund](#) creates and leverages resources and relationships to enhance the opportunities and quality of life for NYCHA residents while uplifting the importance of public housing to our city. The Fund aims to engage people and partners to build a stronger, more equitable New York City by investing in public housing communities. We invest in programs focused on leadership development, financial empowerment, community health, and workforce training for residents of the NYCHA community.

NYCHA's Department of Resident Health Initiatives builds health and advances health equity through innovation and cross-system collaboration. The Department leads and strategically supports initiatives that connect residents to preventive health initiatives, help create healthier indoor environments, and build capacity for resident leadership in health.

### Opportunity Overview:

Healthy Start @ NYCHA Fellow(s) will serve in NYCHA's Department of Resident Health Initiatives under a groundbreaking program to support expectant NYCHA families.

The Healthy Start @ NYCHA program works across systems to ensure expecting NYCHA families have a safe home and connections to supportive resources. The program supports NYCHA's broader work to create safer homes for children and is aligned with local and national efforts to dismantle maternal and infant health inequities.

### Responsibilities:

1. Work closely with the Senior Project Manager and project staff in providing resource navigation assistance to expectant families across NYCHA.
2. With oversight, assist in on-site apartment inspections for program participants, identifying potential hazards and assisting in follow-up.

3. Contribute to Healthy Start program planning and implementation of strategies to activate resources to address residents' needs.
4. Aid in the development of Healthy Start toolkits for residents and Tenant Association Presidents.
5. Provide outreach to residents under the Healthy Start community outreach plan and participate in presentations to internal and external partners.
6. Participate in developing resident needs assessments.
7. Document and input project data and support efforts to meet defined annual performance goals.
8. Review program documents including meeting minutes, attendance lists, tracking forms, and reports.
9. Assist in planning and coordinating events. Assist with various program initiatives as required.
10. Participate in Healthy Start unit and Resident Health Initiatives departmental meetings, working with other Resident Health Initiatives teams to ensure program alignment; provide support to additional Resident Health Initiatives projects as needed.

**Qualifications:**

1. Strong commitment to community service and improving health outcomes for low-income populations and communities who are at increased risk for adverse health outcomes.
2. Excellent organizational, communication/public speaking and time-management skills.
3. Ability to work effectively in a team and independently.
4. Experience with community outreach and program development preferred.
5. Knowledge of public health, environmental science, or related fields is an asset.
6. Proficiency in Microsoft Office suite and data management software.

**More Information on Healthy Start @ NYCHA**

- [Healthy Start @ NYCHA Hosts Resource Fair at Rutgers Houses - The NYCHA Journal](#)
- [Healthy Start @ NYCHA: Connecting Expecting Families to Valuable Resources and Support - The NYCHA Journal](#)
- [Healthy Start @ NYCHA Program Launches with Baby Shower at Ingersoll Houses - The NYCHA Journal](#)

Alumni of the NYCHA Health Corps Program and other qualified NYCHA residents are strongly encouraged to apply.

This is a short-term, grant-funded opportunity.

Fellow(s) will receive a stipend and will conduct work in person, both in the office and in the field (no remote work option). The anticipated stipend is \$600 a week with a commitment of 20 hours per week. The duration of the fellowship is from July 8 to October 11, 2024.

**How to Apply:**

To apply, please submit a resume and cover letter outlining your interest in the fellowship and relevant experience to [info@communityfund.nyc](mailto:info@communityfund.nyc) with the subject line **Healthy Start @ NYCHA Summer Fellowship** by Friday, May 17, 2024 at 6:00 p.m. EDT.

Join us in making a meaningful difference in the lives of growing families through Healthy Start @ NYCHA. Apply today!

The Fund for Public Housing, Inc., d/b/a Public Housing Community Fund, provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. We encourage applications from individuals of all backgrounds and experiences.