



Position Title: Outreach Associate

Full-time, Exempt

Location: Chicago, IL

Organization

Self-Help Federal Credit Union was chartered in 2008 to rapidly build a network of credit union branches to serve low income and underserved communities in California, Illinois, and Milwaukee. With 27 branches, \$.1 billion in assets, and serving more than 80,000 people, we are committed to delivering safe and affordable financial services to those who need them most. This includes savings and transaction accounts as well as a full suite of loans – small dollar, citizenship, unsecured consumer, auto, mortgage and commercial – often to borrowers who could not access responsible services elsewhere.

Self-Help Federal is part of the Self-Help family of non-profit organizations with a common mission – ***creating and protecting ownership and economic opportunity for all*** -- and a senior leadership team. For 38 years, Self-Help has been at the forefront of helping low-income and minority families create and build wealth. Headquartered in Durham, North Carolina, Self-Help is a community development lender that has provided over \$7 billion in financing to more than 120,000 families, individuals and organizations. Together with our members, borrowers, partners and supporters, we provide fair and affordable financial services; help renters become homeowners; help small businesses grow and create jobs; convert neglected buildings into community assets; and advocate for responsible lending policies that help all people, especially families with low-to-moderate incomes. Self-Help is widely considered a leader in the field and was featured as one of twelve exemplary nonprofits nationwide in the book ***Forces for Good***.

For more information, go to www.self-helpfcu.org and www.self-help.org.

Position

The Outreach Associate will provide critical, high-level support to efforts in building important strategic relationships throughout Illinois / Wisconsin and nationally. Working closely with the President of Second Federal division of Self-Help Federal Credit Union, the successful candidate will help drive a broad range of outreach and relationship-building efforts focused particularly on Nonprofit organizations, Elected officials, Latino service/advocacy groups and credit unions. This work will be instrumental in helping Self-Help Federal expand its operations and deliver more impact in the communities it serves.

Principal Responsibilities

Support and manage efforts directed by the President deemed critical to advancing organizational priorities.

Examples of potential projects include:

Support and lead outreach efforts to Local and Statewide Organizations. Particular focus will include Nonprofit organizations, Latino service/advocacy, governmental, credit union, and banking organizations.

Supporting the organization's efforts to build relationships and maximize opportunities with the media, both English and Spanish language outlets.

Help support coordination of relationship development and management with teams throughout

SHFCU – especially Marketing and Communications and Branch Operations.

Help improve coordination of relationship management throughout the Self-Help family – including Self-Help staff in greater Chicago, greater Milwaukee California and North Carolina as well as the Center for Responsible Lending, Self-Help's national public policy affiliate.

As appropriate, attend events locally and statewide, making presentations and otherwise representing Self-Help in both Spanish and English.

Otherwise lead and support outreach and other efforts to further organizational priorities

Desired Qualifications

Bachelor's degree and at least 5 years relevant professional experience, with a focus on community development, credit union, marketing and communications, outreach and/or community development.

Excellent, demonstrated verbal and written communication skills.

Strong presentation development and delivery skills.

Excellent interpersonal skills – demonstrated ability to work effectively in varied professional, socio-economic and cultural contexts.

Highly resourceful -- self-starter and problem solver with excellent follow through.

Effective working behind the scenes.

Strong organizational skills – ability to work effectively with others without formal authority.

Interest in and experience with community economic development programs.

Sensitivity to issues of low-wealth families and communities, and a desire to work in a racially and socially diverse organization.

Sincere commitment to teamwork and an interest in the development of colleagues -- both important Self-Help values.

Spanish fluency required.

Willingness to work hours reflective of an executive-level position, with travel.

Compensation: Competitive nonprofit salary, based on experience, plus a generous benefits package that includes health, dental, life insurance, flexible spending plan, retirement plan, paid parental leave, and domestic partners policy.

Please apply to our Human Resources Department:

Interested individuals, please send a resume and cover letter to cahiringmanager@self-helpfcu.org and reference the position "Executive Staff" in the subject line of your message.

We are an equal opportunity employer:

Self-Help is committed to providing equal employment opportunities to all persons regardless of race, color, class, age, religion, disability that can be accommodated, marital status (including domestic partner status), ancestry, nationality, national origin, religion (and lack thereof), family status, sex (including pregnancy, childbirth, and related medical conditions), other medical condition and/or disability: physical or mental, AIDS/HIV status, genetic information, sexual identity, gender identification (including transgender status), sexual orientation, political activities or affiliations, and veteran status.