



METROPOLITAN ST. LOUIS
EQUAL HOUSING AND OPPORTUNITY
COUNCIL

1027 S. Vandeventer Avenue, 6th Floor, St. Louis, Missouri 63110
Telephone: (314) 534-5800 Toll-Free (800) 555-3951
www.ehocstl.org

Position: Outreach Specialist

Overview: The Metropolitan St. Louis Equal Housing and Opportunity Council (EHOC) seeks to ensure equal access to housing for all people through education, counseling, investigation and enforcement. EHOC is the only private, not-for-profit fair housing enforcement agency working to end illegal housing discrimination in the Metropolitan St. Louis area.

EHOC seeks a full-time Fair Housing Outreach Specialist to increase fair housing education and outreach activities. This position will coordinate and conduct trainings to a variety of audiences to inform about fair housing and how to recognize and report possible housing discrimination. The position will be responsible for conducting trainings and outreach events, and updating presentation materials as needed. The Outreach Specialist will represent EHOC in community led initiatives to advance the mission of fair housing.

Job Duties:

1. Education and Outreach

- Conduct fair housing training presentations for a variety of audiences including community members, housing providers, and other stakeholders.
- Represent EHOC at outreach events to provide fair housing information.
- Develop new materials for trainings including presentations, training curricula, flyers and brochures.

2. Partnership Collaboration

- Represent EHOC in coalitions and collaborative work with partner organizations.
- Develop new relationships with community partners to advance fair housing goals.

4. General

- Assist with writing grant reports and tracking outcomes from education and outreach activities.
- Assist with other fair housing activities, including client intakes, advocacy, and testing where needed.



METROPOLITAN ST. LOUIS EQUAL HOUSING AND OPPORTUNITY COUNCIL

1027 S. Vandeventer Avenue, 6th Floor, St. Louis, Missouri 63110
Telephone: (314) 534-5800 Toll-Free (800) 555-3951
www.ehocstl.org

Required Skills:

- Dynamic public speaker comfortable presenting in front of groups.
- Ability to educate a wide variety of individuals in ways that are relevant and applicable.
- Excellent written and oral communication skills.
- Ability to work with diverse individuals and groups, including professionals and members of marginalized communities.
- Relationship building and networking.
- Ability to work with teams and individually.
- Knowledge of or interest in fair housing.

Desired Qualifications

1. Fluency in Spanish, strongly preferred.
2. Strong commitment to civil rights, social justice, and racial and economic equity.
3. Relationships or familiarity with St. Louis area non-profits and governance structure.
4. Minimum Bachelor's degree in education, social work, public policy, sociology, business, or similar; or, 3 years related experience.

This is a full-time, salaried position with compensation ranging from \$45,000 - \$50,000 depending on experience. Benefits include, telework, generous vacation and paid time off, paid holidays, medical, dental, vision, life, short and long-term disability insurance for employees (dependent coverage available), mileage reimbursement/per diem for covered travel. The position reports directly to the Director of Education, Outreach, and Advocacy. **Interested applicants should email a cover letter and resume to Latonya Holmes, Director of Human Resources, applications@ehoc-stl.org with the subject "Outreach Specialist Position". Applications will be accepted until April 7, or until the position is filled.**

EHOC is an equal opportunity employer and is committed to building and maintaining a diverse staff. We encourage all applicants regardless of race, gender identity, sexual orientation, religion, national origin, age, disability, parental status, marital status, and formerly incarcerated individuals or any other identity factors to apply.