JACK, JOSEPH AND MORTON MANDEL
SCHOOL OF APPLIED SOCIAL SCIENCES
CASE WESTERN RESERVE
U N I V E R S I T Y

National Initiative on
Mixed-Income Communities

POSITION DESCRIPTION

Date: September 2020
Position Title: Strategic Technology Consultant
Organization: National Initiative on Mixed-Income Communities (NIMC)
Position Type: Independent Contractor
Location: Remote, part-time (6-8 hours/week)
Compensation: To be negotiated

Position Objective

The National Initiative on Mixed-Income Communities is working with the Washington Housing Conservancy (WHC) to provide social impact strategy consultation on their innovative mixed-income housing preservation model. A primary component of the consultant's work will require making recommendations for the development of an integrated technology platform, specifically tailored to meet WHC's unique community building vision. Our team is seeking an experienced technology consultant to develop a technology strategy as well as provide overall thought leadership on the role of tech in this housing and community development strategy.

The ideal candidate will be creative and adaptable, and have extensive knowledge of the development of various technology applications for the non-profit sector. The consultant must be available to attend meetings as necessary during the typical workweek and to perform follow up research and tasks with a quick turnaround time. This position requires someone who is experienced in working with databases and software development. Experience building smartphone apps is a plus. Work within the housing and community development field is also a plus.

Possible Objectives of the Technology Platform
- Share resource and events information with residents
- Communications platform among residents and staff
- Track participation in community events and support resources
- Track resident demographics, well-being and economic mobility
- Track social networks and relationships

Essential Tech Consultant Functions

- Ability to effectively and quickly evaluate data management platforms and software, and to provide insight and guidance on functions and adaptations required to meet the project vision.
- Conducting informational and platform assessment meetings with potential technology partners.
- Providing concise summaries of meetings and platform evaluations that are suitable for a multi-disciplinary team.
- Ability to provide a final summary of project recommendations suitable for inclusion in a project report.
- Managing a high-level of communication with the various project teams.
- Responding in a timely manner to requests for strategy updates via email, and attending weekly meetings.

Desired Experience and Qualifications

- Minimum 10 years experience working in the technology sector and/or leading technology strategy development/implementation
- Ability to translate technical terms into accessible language for non-technical decision-makers
- Experience working with large, complex databases and integrated software systems
- App/software development experience is preferred
- Experience working with multi-disciplinary teams, with strong preference given to candidates with experience in human services, community development and housing development
- Excellent presentation and communication skills are required
- Familiarity with YARDI software is a plus

How to Apply

Interested applicants should submit an application package to sherise.mckinney@case.edu , including:

- Cover letter
- Resume
- Example of a previous technology assessment or design report with recommendations