



## Equity Program Fellow

### **CSH Equity Fellow**

#### **Connecticut Balance of State Consumer Engagement Leadership Institute**

Part-time fellowship to begin in November 2020. The position will be Monday through Friday, approximately 10 – 15 hours per week.

**Salary:** The Fellow will be paid \$25 an hour

#### **Why we need you, project Background and Responsibilities:**

Funded through a planning grant from the CT Department of Mental Health and Addiction Services, CSH is excited to support this new year-long Fellowship position. You will assist the CSH Connecticut Program in increasing the involvement of people with lived expertise in the CT Balance of State (CTBOS) Continuum of Care Steering Committee and other statewide initiatives that impact people who experience homelessness.

We also seek a thought partner and active participant in the co-design process of planning and designing of initiative. Additionally, you will provide direct support to people with lived expertise and technical assistance to the CTBOS CoC Steering Committee in order to create a demonstrated increase in the quantity and quality of involvement by persons with lived experience (PWLE) in all activities of the CTBOS CoC. This initiative will roll out in three phases as follows:

Phase 1: Planning and Recruitment. You will assist CSH to collect and review data to understand how PWLE are currently engaged and how PWLE would like to meaningfully participate in CTBOS. We will also assess the current structure and procedures of CT BOS to see how they can be improved to support the inclusion of PWLE.

Phase 2: Training and Orientation. Working with PWLE, you will develop a framework that guides the work of the Initiative. In this role you will also help train and orient both PWLE and current and future BOS Steering Committee members on this framework and its components.

Phase 3: Coaching and Mentoring. In collaboration with the cohort, you will develop and implement a plan for on-going support and coaching that can include one on one coaching, facilitated cohort meetings and pathways to develop leadership opportunities for PWLE.

#### **Your Responsibilities**

Working as part of the CSH team, you will:

1. Assist in the assessment of the current CT BOS structure on its ability to successfully engage and support PWLE in its process;
2. Assist with the recruitment process of PWLE in the initiative;



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3. Provide input on and develop CT BOS orientation documents (i.e. one pager of acronyms and voting process);
4. Serve as a liaison, coach and mentor for participants in the consumer leadership institute;
5. Provide trainings to both PWLE, members of the CT BOS Steering committee and other stakeholders on topics related to working with PWLE;
6. Provide support in functional areas that will enhance the experience of PWLE in the homeless and housing system; and
7. Other duties as assigned.

### **Location and Travel:**

Due to COVID 19, all CSH staff are working remotely until mid-2021. As such, you will work remotely. CSH will provide technology support to assist with remote working. Once CSH offices are opened again, the Equity Fellow will have a work space located in the CSH Hartford office. Amount of time needed in the office will be negotiated once offices are re-opened. Due to COVID 19, CT BOS meetings currently take place remotely. Travel to CT BOS meetings may be required if in person meetings begin again.

### **Your Qualifications:**

We see someone who will demonstrate:

- A passion for the voice of people with lived expertise is included in all programs, policies and systems that impact them;
- A demonstrated passion and commitment to advancing diversity, equity and inclusion in housing and homelessness programs, policies and systems;
- The ability to provide a lived expertise perspective related to homelessness and the types programs and services provided by the BOS;
- A commitment to teamwork and an ability to serve as a co-leader and participate in a collaborative learning environment;
- Strong communication skills and the ability to provide coaching and support to people with a variety of backgrounds and experiences, including communities of color;
- An interest in serving as a mentor and supporting people to share their voice and cultivate their leadership skills; and
- An understanding of the concepts of institutional and structural racism and bias and their impacts;
- An ability to openly and respectfully discuss diverse opinions.

### **How to Apply:**

If you are interested in applying for the Equity Program Fellow position, all interested individuals can email your resume and letter of interest to Anna Smith at [anna.smith@csh.org](mailto:anna.smith@csh.org). CSH will prioritize applications received by November 20, 2020 but will accept additional applications on a rolling basis until the position is filled.