



Home Ownership Advisor Job Posting

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PRG is seeking a Home Ownership Advisor for our Homebuyer Education & Counseling program to further educate and counsel new and existing homebuyers in home purchase and long-term success in home ownership. This position will primarily serve current homeowners who are facing foreclosure and are in need of one-on-one counseling and resources. The Home Ownership Advisor position is a full-time, grant backed position with continuation dependent on program need and funding. The position requires availability on weeknights and weekends to counsel households and/or conduct homebuyer workshops. PRG is a non-profit affordable housing developer and service provider that works within Minneapolis to advocate for and empower all households interested in buying homes and maintaining long-term home ownership success. PRG is engaged in bringing these services to underserved populations. PRG has a supportive and stimulating work environment that encourages innovation and creativity.

Duties & Responsibilities:

The primary role of the Home Ownership Advisor is to support the functions of the Homebuyer Education and Counseling Program at PRG by coordinating and providing HomeStretch homebuyer education and our post-purchase h.o.m.e Clinic workshops; conducting one-on-one counseling with clients in need of pre-purchase, post-purchase or foreclosure counseling; and other duties as assigned by the HBC Manager.

Duties would include assisting the HBC Manager with organizing and providing bi-monthly homebuyer education and quarterly home maintenance workshops, counseling households in a one-on-one fashion about their individual situations, engaging community partners in a variety of marketing efforts to disenfranchised populations, and others as identified by the Counselor and HBC Manager.

Qualifications

- HS Diploma/GED required, BA/BS in housing related field preferred. Relevant experience can substitute for this degree requirement.
- 2+ years of experience in foreclosure prevention services , affordable housing programs, financial counseling or relevant experience in the housing arena.
- Certification in homebuyer education, counseling or foreclosure prevention desired.
- Proficiency in a second language preferred.
- A positive, creative and engaging work style.
- Proven ability to work with culturally diverse groups of people.
- Ability to communicate effectively to convey information and listen to people's concerns and questions.
- Demonstrated ability to work independently.

Salary: Depending on qualifications.

How to Apply

Interested applicants should submit a cover letter and resume by 5pm on Wednesday, September 3, 2008 to:

Stacey Bostwick
PRG
2017 East 38th Street
Minneapolis, MN 55407
Or via email to : stacey.bostwick@prginc.org

PRG is an equal opportunity employer. No phone calls please.