**Neighborhood Planning and Development Project Associate**

**March 31, 2022**

**Type:** Full-time

**Deadline:** Until filled

**PHILADELPHIA CHINATOWN DEVELOPMENT CORPORATION**

Established in 1966, PCDC is a grassroots, 501(c)(3) non-profit, community-based organization. Our mission is to preserve, protect, and promote Chinatown as a viable ethnic, residential, and business community. During our history, we have fought against the marginalization of immigrant families, workers, youth and seniors. As the only Community Development Corporation (CDC) serving a minority population in Center City Philadelphia, PCDC has carried out a place-based strategy to grow deep roots for the community to prevent displacement and gentrification. To meet the needs of a low-income immigrant community, PCDC offers a comprehensive array of programs and projects that fall into five main categories: Neighborhood Planning, Community Organizing and Advocacy, the Chinatown Homeownership Initiative, Economic Revitalization, and Family and Youth Services.

**JOB DESCRIPTION**

The Philadelphia Chinatown Development Corporation (PCDC) is searching for a Project Associate to join our community planning and development team. Currently, our team’s major projects include:

1) Vine Street Expressway (VSE) Cap/The Chinatown Stitch Project. The VSE, an interstate highway constructed during the urban renewal era, has been a physical and psychological barrier in Chinatown. PCDC is working with the Office of Transportation, Infrastructure, and Sustainability (OTIS) to conduct a feasibility study on capping the highway in order to reconnect the community. The cap will provide valuable space to create new open spaces and economic development opportunities in Chinatown. The Reconnecting Communities Pilot Program in the Infrastructure Bill has provided funding for Chinatown to advance this vision.

2) Affordable housing and mixed-use development. PCDC’s recent community development efforts include infill development to create affordable housing, redevelopment of a whole city block at 800 Vine St., and redevelopment of public-owned parcels in Chinatown.

3) Responding to the proposed 76ers Arena. The 76ers Arena is the latest threat to Chinatown’s survival. It is proposed to be located only one block away from Chinatown. The proposed $1.3 billion arena, which may hold more than 18,000 people, could exacerbate unaffordable housing prices, traffic congestion, and parking shortage in Chinatown. The 76ers arena is of particular urgency in light of the tragic fate of Washington DC’s Chinatown, which was virtually extinguished in the wake of the construction of the Capital One Arena, the Chinese population having declined from 3,000 to just 300. PCDC is conducting community engagement and organizing a planning/impact study to collect data and inform our strategies in response to the arena.
KEY RESPONSIBILITIES

- Assist with the preparation of documents needed for site control and acquisition, financing, design development, and construction for all housing developments.
- Support the implementation of Chinatown Neighborhood Plan (https://chinatown-pcdc.org/about/chinatown-neighborhood-plan-2017/)
- Organize community meetings and public events
- Conduct community outreach to Chinatown residents and business owners
- Communicate the planning projects and activities to community members
- Work with consultants, city officials, and other neighborhood organizations to advance planning and development projects
- Advocate for equitable development practices and policies
- Support other planning and development activities.
- Provide support in preparing reports for PCDC’s board, funders and lenders.
- Coordinate with PCDC’s Property Management team for marketing and/or lease up of housing projects
- Fulfill other duties and complete special projects as assigned.

REQUIREMENTS

- Minimum Bachelor’s degree in business, finance, urban studies, planning, real estate development, community development or related field from an accredited college or university, and/or with competencies and experience in community planning and development. Master’s degree is preferred.
- Commitment to working with immigrant communities
- Detail oriented with excellent organizational and planning skills
- Ability to work as part of a team and independently
- Ability to be productive in a fast-paced environment
- Proficient at Microsoft Word, Excel, and PowerPoint
- Bilingual (English and Chinese) and cultural competency is preferred

FOR MORE INFORMATION OR TO APPLY

Inquiries, or if applying, submit to Rosaline Yang at ryang@chinatown-pcdc.org cover letter and resume.