



COMMUNITY DEVELOPMENT PROJECT ASSOCIATE

March 5, 2024

Salary Range: \$35,000 – \$40,000

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 assist with our community development projects. The projects are located within the Chinatown area, including both affordable housing and mixed-use development. The Community Development Project Associate will support all real estate development activities, including land acquisition, financing, construction management, etc. PCDC's major developments currently include the Winter Street Project, North 11th Street Homeownership, 800 Vine Senior Housing, and 6th District Police Station and Parking Lot Revitalization.

In addition to equitable development work, the Community Development Project Associate may assist with other neighborhood planning projects in PCDC's anti-displacement and anti-gentrification work, including:

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. PCDC is leading the development and implementation of an Equity Plan to address the impacts of green gentrification, protect small businesses, and promote community stewardship.

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2. 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, 18,500-seat arena would exacerbate unaffordable housing prices, traffic congestion, and parking shortage in Chinatown. PCDC is working with local community members to oppose the proposed arena and respond to new developments in the proposal, such as the highly-anticipated community impact studies.
3. Community Land Trust Planning. PCDC is exploring the possibility of developing a community land trust (CLT) in Chinatown. CLTs are community-based non-profit entities that own properties to ensure they are affordability in perpetuity. CLTs have been formed in Chinatowns in LA, NYC, Boston, and Toronto to promote community control over land and neighborhood stabilization.

KEY RESPONSIBILITIES

- Assist with the preparation of documents needed for site control and acquisition, financing, design development, and construction for all housing developments.
- Support Project Manager on other planning and development activities.
- Provide support in preparing reports for PCDC's board, funders and lenders.
- Communicate PCDC's development plans and activities to neighborhood residents.
- Coordinate with PCDC's Property Management team for marketing and/or lease up of the project
- Manage partnerships with consultants and other neighborhood organizations
- 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 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
- Graphic and website design experience is preferred
- Bilingual (English and Chinese) and cultural competency is preferred

FOR MORE INFORMATION OR TO APPLY

Inquiries and applications can be submitted to **Rosaline Yang** at ryang@chinatown-pcdc.org. Please include a cover letter and resume with a subject line "PCDC Community Development Project Associate."

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