

# Linn County Affordable Housing

## **Community Profile:**

**Population** 102,200

**Location** Lebanon, Linn County

## **Position Description:**

**Sponsor** Linn County Affordable Housing (LCAH)

**Supervisor** Diana Cvitanovich

## **Assignment**

The Individual Development Accounts (IDA) specialist/RARE Participant will work with low-income individuals to assist them in learning financial literacy. The IDA program participants will go through a financial literacy class and will start a personal savings account. After successfully augmenting their personal savings account for three consecutive months, they will be eligible for a cash match savings program through LCAH. The IDA participants can utilize the money for a down payment on a house, educational expenses, or investment in their small business. The RARE Participant will be responsible for the development and implementation of the IDA Program. LCAH is working with the Valley Individual Development Accounts Program which will be administering the program.

The IDA specialist will work with the LCAH staff on marketing the program to LCAH residents and coordinating the delivery of the program to the population. Work will also be required with local lenders, educators, and realtors to identify IDA opportunities, link residents and others to these opportunities, link mentorship opportunities to support IDA goals, and create a template from experience to be utilized by LCAH.

## **Required Skills**

The IDA specialist will need to possess strong analytical and organizational skills; ability to communicate both verbally and in writing; good computer skills; some knowledge of finance and a willingness to learn; excellent people skills; and be a good team player and self-directed.