



Request for Qualifications

The Southwest Region Planning Commission (SWRPC) is accepting statements of qualifications to serve as **Housing Navigator**.

SWRPC is based in Keene, NH and serves 33 communities of the Monadnock Region. The Housing Navigator will work primarily with four (4) focus communities to conduct activities for the purpose of addressing housing challenges and opportunities. Activities to include facilitating the review and update, as appropriate, of municipal master plans and regulations related to the availability of and access to housing. A primary emphasis of the Navigator is to develop and implement public engagement activities in the focus communities and provide leadership, coordination and facilitation designed to address housing supply and related issues. In performing these duties, the Navigator will maintain coordination and integration with the work and programs offered by SWRPC. This contract is grant-funded for a period of up to two years. For additional detail, a summary of expectations of the Housing Navigator as prepared by the funder, including skills and qualifications, can be found [here](#).

SWRPC utilizes a teamwork approach in serving its member municipalities and others, encourages coordination and collaboration among a range of stakeholders, and its work is grounded in sustainable planning principles. To learn more about SWRPC and the region we serve, visit www.swrpc.org and have a look at our regional plan: [Monadnock Region Future: A Plan for Southwest New Hampshire](#).

Qualifications

Firms or individuals responding to this RFQ should have demonstrated knowledge and experience in community planning, housing issues and strategies, and public engagement. Well-developed communication and interpersonal skills are required. Familiarity with community planning and regulation in New Hampshire is desirable.

Compensation

Compensation for this contracted position is annualized at approximately \$80,000.

To Respond

Submit responses to include: 1) overview of qualifications; 2) description of experience in addressing community housing needs, conducting municipal regulatory audits, developing/re-writing municipal land use/zoning regulations, and developing/implementing public engagement processes; 3) indication of individual or team to serve as Housing Navigator along with specific experience and resume; and 4) references that can attest to the firm's or individual's capabilities for activities described herein. **Deadline for submission is 5:00 p.m. EST 11/18/22** via email to sodonnell@swrpc.org and/or mail to:

Southwest Region Planning Commission
Attention: Housing Navigator
37 Ashuelot Street
Keene, NH 03431

Other

Responses will be reviewed based upon completeness, experience and alignment with the Housing Navigator as described in this announcement. SWRPC reserves the right to select a Housing Navigator or not pursuant to this RFQ at its sole discretion.