



Join the **Online Jefferson Community Directory!**

Introducing the Online Jefferson Community Directory

The Jefferson Community Directory was created by the Jefferson Regional Foundation and initiated under the guidance of the Jefferson Community Collaborative as a resource guide to improve the quality of life for residents in the South Hills and lower Mon Valley area of Pittsburgh, PA. This community resource, now in its fourth edition, has been completely redesigned as a user-friendly, digital platform to allow individuals to more easily facilitate direct connections and referrals among local community organizations.

The new online Directory, housed on the Jefferson Collaborative website, is easily searchable with filtering options around location and services as well as the ability for organizations to manage their profiles in real time. With the addition of 50 new organizations, our listings cover a wide variety of human needs, including behavioral health, child/youth programs, civic-neighborhood resources, environmental justice, health and wellness, human services, immigrant and refugee services, senior services, transportation, and workforce development while remaining a dedicated resource and referral tool for the South Hills and lower Mon Valley area.

Which Organizations Can Join the Jefferson Community Directory?

We invite organizations that provide programming and services within the Jefferson service area to submit their organization's listing for approval by the Foundation. A list of communities in the Jefferson service area can be found here: <https://jeffersonrf.org/about/service-area/>. Nonprofit organizations may serve one, some, or all of the communities within the Jefferson service area.

In order to protect your organization's profile and management, one person must be designated to manage your organization's listing. The individual from your organization who will be maintaining your listing information will need to create a username and password. This individual will be responsible for keeping this information up-to-date and accurate.

Email Danny Vereb with any thoughts or questions regarding functionality: daniel.vereb@jeffersonrf.org

Adding a New Listing



1. Check to see if your organization is listed in the Directory. (<https://jeffersoncollaborative.org/jefferson-community-directory-listings/>). Type your organization's name in the search bar. The Directory is listed alphabetically for ease of searching. If your organization is NOT in the Directory, follow the steps below to add a new listing.

2. Decide who within your organization will serve as the manager of your listing. This individual will be responsible for maintaining the listing and the sign-in credentials;

however, the Jefferson Regional Foundation also retains access. In order to begin, you must create an account.

3. As the chosen individual for managing your listing you will need to register a new account or login if you already have any account by clicking 'Manage Account, Update & Add a Listing' on the right toolbar. <https://jeffersoncollaborative.org/login/>

4. While logged into your account, you can add a listing by navigating to the left toolbar and selecting 'Listings' and then choosing the '+' sign. This will then take you to the 'Add a Listing' page where you must complete all the required fields before submitting.

<https://jeffersoncollaborative.org/add-a-listing/>

5. Once you have submitted your listing, you will receive a confirmation email from Jefferson Community Collaborative that your request to add a new listing was received. The Jefferson team will review your submission and you will receive an email if your listing is approved and published to the live Directory or if the request has been denied.

*Please check your junk mail to confirm that the email was not sent there. Jefferson Community Collaborative is set as the sender.

6. If your listing is approved, the approval email will include a link to login to 'Manage Account.' (<https://jeffersoncollaborative.org/manage-account/>)

7. From the account management page, you can update your listing by navigating to 'General Directory' > 'Listings.' in the Account menu. Select the gear icon to the right of your listing and select 'Edit.'

8. You will see all your listing's fields when you are editing. Apply your updates and select 'Save Changes' at the bottom of the listing fields.

9. Any updates you make to your listing will automatically be applied to your live listing.

10. For security reasons, be sure to log out of your account from the 'Manage Account' page (<https://jeffersoncollaborative.org/manage-account/>) after you have successfully completed your listing updates.

Frequently Asked Questions



Have questions about our Directory?
We invite you to explore our directory-specific FAQs. <https://bit.ly/3xnCMua>

