



**LOCAL INITIATIVES SUPPORT CORPORATION  
POSITION DESCRIPTION**

**POSITION TITLE:** Executive Director, Hartford & Connecticut Statewide LISC  
**REPORTS TO:** East Coast Region Program Vice President  
**JOB CLASSIFICATION:** Exempt / Full Time  
**LOCATION:** Hartford, Connecticut

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**The Organization:**

**What We Do**

With residents and partners, LISC forges resilient and inclusive communities of opportunity across America – great places to live, work, visit, do business and raise families.

**Strategies We Pursue**

Strengthen existing alliances while building new collaborations to increase our impact on the progress of people and places.

Develop leadership and the capacity of partners to advance our work together

Equip talent in underinvested communities with the skills and credentials to compete successfully for quality income and wealth opportunities.

Invest in businesses, housing and other community infrastructure to catalyze economic, health, safety and educational mobility for individuals and communities.

Drive local, regional, and national policy and system changes that foster broadly shared prosperity and well-being.

Over the last 38 years, LISC and its affiliates have invested approximately \$20 billion in businesses, affordable housing, health, educational mobility, community and recreational facilities, public safety, employment and other projects that help to revitalize and stabilize underinvested communities. These investments have leveraged more than \$50 billion in development activity and helped families and communities raise their standards of living. LISC investments impact the lives of nearly 7 million Americans.

Headquartered in New York City, LISC's invests in every state in the country with offices in 31 urban markets from Buffalo to San Francisco. Our rural programs make an impact in 44 states, and are supported by LISC's talented and dedicated workforce. Visit us at [www.lisc.org](http://www.lisc.org)

[Local Initiatives Support Corporation](http://www.lisc.org) (LISC) seeks a leader for the Executive Director position in its Hartford office to direct the Hartford and Connecticut Statewide LISC programs. This is a key position

within LISC and is critical to the ongoing success of these programs. The Executive Director will provide the strategic direction and guidance for all aspects of LISC's future program vision and strategies in Connecticut. The successful candidate will have excellent leadership, communication, and entrepreneurial skills along with an understanding of the importance of public and private sector engagement in community revitalization efforts. The position requires a strong commitment to the role of community-based non-profit organizations as agents of positive community change as well as an understanding of, and appreciation for, other key public and private partners who can offer additional resources to the work of community development in Connecticut.

Hartford and Connecticut Statewide LISC's role is to convene partners, build coalitions, invest public and private funds, and support community revitalization to help Connecticut thrive with healthy and inclusive places to live, work and play. This comprehensive approach broadens opportunities for local residents through quality housing, better education, broader job choices, safer streets, improved personal health, new economic opportunities, and stronger personal finances. Since 1984, Hartford and Connecticut Statewide LISC have invested more than \$80 million towards the construction of over 4,650 affordable homes, 365,000 square feet of commercial space and 20 community and child care centers throughout Connecticut. LISC investment has leveraged over \$818 million of community development activity in Connecticut.

## **I. Responsibilities:**

### *A. Organizational management and program development*

- Maintain an empowered staff to implement the Hartford and Connecticut Statewide LISC work plans.
- Oversee and monitor the performance of LISC's financing, technical assistance, training and organizational development strategies to strengthen partner capacities and impact.
- Deploy LISC investment dollars in our target markets.
- Assist in engaging a wide variety of community partners to help bring holistic and integrated services to targeted neighborhoods.
- Expand support for affordable housing development in small towns that lack affordable housing choices.
- Identify and incorporate best practices gained from national LISC interaction into Hartford and Connecticut Statewide program designs.
- Maintain a current strategic planning process for the local program.

### *B. Fundraising and development*

- Identify and cultivate leadership from key corporate, foundation and other prospective donor sectors who share an interest in community development.
- Work with the leadership of the Local Advisory Committee (LAC) to raise sufficient funds annually to finance LISC program activities and projects.
- Seek out new and creative resource development strategies for LISC and the community development field.

### *C. Build and promote the community development industry in Connecticut through community leadership and external relationships*

- Develop, lead, and maintain a shared community development agenda through dialogue with local government, state agencies, other private and quasi-public financial institutions and intermediaries, advocacy groups, and community based organizations, and the use of data to inform decision making.
- Develop and lead LISC's investment strategy for Hartford and in other communities in the state.
- Promote effective community development strategies to attract resources to targeted under-served populations and neighborhoods in Connecticut's cities.
- Provide leadership and support in implementing an effective on-going communications strategy.

*D. Public policy leadership and advocacy*

- Provide leadership on housing and community development policy issues in Hartford and Connecticut statewide. Advocate on behalf of LISC and policy networks at the local, state and federal levels to secure the tools necessary to advance a comprehensive redevelopment strategy.
- Establish and maintain effective working relationships at the highest levels of local and state government as well as in the corporate and foundation sectors.
- Develop and maintain partnerships with community organizations and other advocacy groups engaged in public policy issues.
- Represent Hartford and Connecticut Statewide LISC on key community task forces, commissions and other policy bodies, as appropriate.

*E. Leadership and management with the Local Advisory Committee (LAC)*

- Promote engagement of LAC members as local champions for LISC.
- Coordinate strategic and annual planning/budgeting processes in collaboration with the LAC and LISC's regional program vice president.
- Maintain understanding and connection between the LAC and national LISC direction, policy, and programs.
- Recruit and orient a diverse, skilled and broadly representative LAC membership.

*F. Build and maintain positive relationships with national LISC*

- Participate in National LISC leadership structure and meetings.
- Bring visibility to local innovations and programs within the national LISC structure.
- Maximize the use of National LISC resources and expertise in Connecticut.

**II. Critical Qualities:**

- Knowledge, understanding of, and experience in community development strategies, including working knowledge of real estate related resource and capital development strategies utilized in real estate and community revitalization efforts; knowledge of Connecticut preferred.
- Demonstrated track record in providing leadership for the development of strategic vision.
- Ability to establish priorities that align with a strategic plan and manage multiple agendas and programs effectively.
- Demonstrated ability to attract and sustain philanthropic funding.
- Strong oral and written communication skills, including experience speaking publicly in diverse forums.

- Demonstrated management experience, including staff development, financial management, and office administration.
- Fluency using and understanding data to inform decision making.
- Entrepreneurial orientation; ability to seek out creative approaches to community issues.
- Proven ability to work in culturally and ethnically diverse environments.
- Strong interpersonal skills and ability to work effectively with a wide variety of people and organizations, including senior level corporate, philanthropic, public sector representatives and community leaders; ability to inspire trust and to motivate staff and partners.
- Experience building and facilitating relationships within and among various sectors.

### **III. Required Qualifications:**

- Bachelor's degree from an accredited college or university in business, finance, real estate or related fields. Master's degree preferred.
- Ten years senior level experience in community development or related field.
- Demonstrated commitment to LISC's community development mission.

### **IV. Supervision:**

- The Executive Director reports to the LISC East Coast Region Program Vice President

Send RESUMES and COVER LETTERS via email to: [employment@lisc.org](mailto:employment@lisc.org)

**LISC IS AN EQUAL OPPORTUNITY EMPLOYER  
COMMITTED TO DIVERSITY AND INCLUSION**