



**LOCAL INITIATIVES SUPPORT CORPORATION
JOB DESCRIPTION**

Position Title: Executive Director, Bay Area LISC
Reports To: Program Vice President – Western Region
Job Classification: Full Time / Exempt
Location: Oakland, CA

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

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.

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

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

Over the last 40 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. Headquartered in New York City, LISC's reach spans the country from East coast to West coast in 32 markets with offices extending from Buffalo to San Francisco. Visit us at www.lisc.org.

LISC seeks an experienced and dynamic leader for the Executive Director position in its Bay Area office. This is a key position for LISC, as the Bay Area office has become the epicenter for engaging the tech sector in impact investing in the region. Bay Area LISC recently launched two new innovative funds with tech companies as anchor investors, including the Catalyst Fund, and the Regional Housing Flexible Fund.

The Executive Director will provide the strategic direction and guidance for all aspects of LISC's future program vision and strategies in the Bay Area. The successful candidate will have excellent leadership, collaboration, 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 the region.

Bay Area LISC's role is to convene partners, build coalitions, invest public and private funds, and support community revitalization to help the Bay Area thrive with healthy places to live, work and play. LISC 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 1981, Bay Area LISC and its affiliates have invested \$882 million towards the construction of over 14,380 affordable housing units and nearly 1.5 million square feet of commercial, retail and community space throughout the Bay Area. Bay Area LISC's work has leveraged an additional \$3.7 billion.

I. Responsibilities:

A. Organizational management and program development

- Lead strategy formation and implement for the Bay Area LISC, consistent with LISC's organizational strategic framework.
- Recruit and maintain diverse Bay Area LISC staff. Attend to continuous staff development and talent cultivation, and maintain an inclusive and empowering work environment.
- Oversee and monitor LISC's role in the Partnership for the Bay's Future, the Regional Housing Flexible Fund, and the Catalyst Fund.
- Oversee and monitor the performance of LISC's financing, technical assistance, training and organizational development strategies to strengthen partner capacities and impact.
- Assist in engaging a wide variety of community partners to help bring holistic and integrated services to targeted neighborhoods.
- Identify and incorporate best practices gained from national LISC interaction into Bay Area program designs.

B. Resource development

- Identify and cultivate leadership from key corporate, foundation and other prospective donors who share an interest in community development.
- Work with the leadership of the Local Advisory Board (LAB) to raise sufficient funds annually to finance Bay Area LISC program activities and projects.
- Seek out new and creative resource development strategies for LISC and the community development field.
- Raise capital for existing and new investment funds.

C Build and promote the community development industry in the Bay Area region 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.
- Promote effective community development strategies to attract resources to targeted under-served populations and neighborhoods in the Bay Area region.
- 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 the Bay Area. Advocate on behalf of LISC and the 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 Bay Area LISC on key community task forces, commissions and other policy bodies, as appropriate.

E. Leadership and management of the Local Advisory Board (LAB)

- Coordinate strategic and annual planning/budgeting processes in collaboration with the LAB and LISC's regional program vice president.
- Maintain understanding and connection between the LAB and national LISC direction, policy, and programs.
- Recruit and orient a diverse, skilled and broadly representative LAB 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 the Bay Area region.

II. Critical Qualities:

- Demonstrated track record in providing leadership for the development of strategic vision.
- Collaborative leadership style.
- 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.
- Demonstrated ability to raise capital from banking, corporate and philanthropic sources.
- Strong oral and written communication skills, including experience speaking publicly in diverse forums.
- 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.
- 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.
- Demonstrated management experience, including staff development, financial management, and office administration.

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 Western Region Program Vice President

Send RESUMES and COVER LETTERS via email to:

Joseph Horiye, Program Vice President

Local Initiatives Support Corporation

jhoriye@lisc.org

No phone calls please

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