



**Local Initiatives Support Corporation
Job Description**

Position Title: Executive Director, Boston LISC
Reports To: Region Program Vice President
Job Classification: Exempt / Full Time
Location: Boston, MA

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 reach spans the country from East coast to West coast in 31 markets with offices extending 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

[Local Initiatives Support Corporation](http://www.lisc.org) (LISC) seeks a leader for the Executive Director position in its Boston office. This is a key position within LISC and is critical to the ongoing success of this program. The Executive Director will provide the strategic direction and guidance for all aspects of LISC's future program vision and strategies in Boston. 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 the region.

Boston LISC's role is to convene partners, build coalitions, invest public and private funds, and support community revitalization to help Boston thrive with healthy 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 1981, Boston LISC has invested more than \$286 million towards the development of over 11,000 affordable homes and more than 2 million square feet of commercial space throughout the Boston area.

I. Responsibilities:

A. Organizational management and program development

- Maintain an empowered staff to implement the Boston LISC strategic plan.
- 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 Boston 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 Boston 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 the Boston 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.
- Develop and lead LISC's investment strategy for the region.
- Deepen and strengthen a growing Boston LISC economic development strategy.
- Promote effective community development strategies to attract resources to targeted under-served populations and neighborhoods in the Boston 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 Boston. 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 Boston LISC on key community task forces, commissions and other policy bodies, as appropriate.

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

- 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 the Boston region.

II. Critical Qualities:

- 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.
- 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.
- Local market knowledge of policy.
- 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 ability to attract and sustain philanthropic funding.
- Demonstrated commitment to LISC's community development mission.

IV. Supervision:

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

Send RESUMES and COVER LETTERS via email to:

Denise Scott, Executive Vice President
Local Initiatives Support Corporation
fsresumes@lisc.org

No phone calls please

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