



Local Initiatives Support Corporation
Assistant Program Officer, Southwest Corridor Collaborative

The Chicago office of the Local Initiatives Support Corporation (LISC) seeks a Manager for the Southwest Corridor Collaborative, a targeted place-based approach to economic development that will change the way economic development investment has occurred in the city by creating a tightly coordinated approach to planning and investment which engages community leaders, the City and public/ private capital sources to develop a model for impacting neighborhood economies in Chicago.

Background

LISC is a national nonprofit organization, which provides financial and technical assistance to neighborhood-based nonprofit organizations working to improve quality of life conditions in distressed neighborhoods. LISC Chicago organizes capital and other resources to support the comprehensive development of strong and healthy neighborhoods.

LISC Chicago has an established reputation in the city for developing and delivering a community development methodology that meaningfully engages residents and stakeholders in setting a vision for their neighborhood and implementing that vision through aligned programs and investments. Through the Southwest Corridor Collaborative, our objective is to establish the same reputation for LISC in the area of neighborhood economic development.

Responsibilities

This position will coordinate and manage resources for this coordinated multi-partner initiative. In addition, they will:

- Serve as the primary liaison between LISC and the community-based partner organizations leading the collaborative in the target neighborhoods.
- In coordination with LISC Chicago senior staff and community partners, develop work plans, timelines and metrics for the program and coordinate LISC Chicago staff and partners in advancing those plans.
- Participate in and support LISC Chicago lending, fundraising, development, and communications activities around the Southwest Corridor Collaborative.
- Assist with program development, implementation strategies, and operations.
- Write concept papers, funding proposals and track progress on various work plans.

- Provide or coordinate the provision of programmatic technical assistance to grantees and partners.
- Track progress on programmatic and funding milestones.
- Conduct research, and gather and analyze data that supports programmatic outcomes.
- Provide programmatic support to develop and maintain partnerships with key stakeholders
- Represent LISC Chicago at meetings and events, as needed.
- Assist and support the Executive Director as needed.

Qualifications

- Bachelor's degree required. Master's Degree in urban studies, business administration, law, planning or similar field a plus.
- 3-5 years of work experience in community development and neighborhood-building preferred.
- Familiarity with Chicago area. Working knowledge of the economic, political, and social environments of Chicago, especially lower income neighborhoods, organizations, and community development efforts also strongly preferred. A demonstrated interest in and commitment to the revitalization of low and moderate-income urban/ rural communities.
- Project management, written and oral communication skills, and financial analysis.
- Capacity to work simultaneously on multiple tasks and projects, set priorities for a challenging workload, and be a positive, solution-oriented professional.

Compensation: Competitive salary, excellent benefits.

Please send cover letter and resume via email; with "Assistant Program Officer, Southwest Corridor Collaborative" in the subject line to:

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