LOCAL INITIATIVES SUPPORT CORPORATION
Position Description

POSITION TITLE: Strategy & Innovation Officer
REPORTS TO: Vice President of Strategy and Innovation
JOB CLASSIFICATION: Exempt / Full Time
LOCATION: New York City

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 $22 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 36 markets with offices extending from Buffalo to San Francisco. Visit us at www.lisc.org

Background
The Local Initiatives Support Corporation (LISC) seeks a self-motivated individual to fill a Strategy and Innovation Officer position that will work directly with the Vice President of Strategy and Innovation. The objective of Strategy and Innovation is to steward organization-wide strategic initiatives and serve in an internal advisory capacity to support leadership on special projects. Projects can include assessing organization-wide business problems, operationalizing strategic priorities and formulating strategies to support programmatic innovation.
The candidate will work across all levels and departments of the organization. The ideal candidate will have excellent communication and analytical skills, will be able to distill complex problems, and will have a track record of successfully leading projects from beginning to end.

Responsibilities:
- Contribute to and lead internal strategic projects (e.g., strategic reviews, new initiative formulation, development of new internal processes), managing activities as required as part of project objectives.
- Support in organization-wide strategic and implementation planning to forward the priorities of LISC’s Strategic Framework.
- Convene and manage LISC’s Emerging Leader’s Council, which is an advisory group of diverse NextGen leaders from across the country working to bring fresh perspectives and attention to LISC’s work.
- Manage projects identified by leadership across the organization (e.g., departmental and program directors), including conducting project planning, research and analysis, project management, meeting coordination.
- Build and develop internal partnerships to ensure deep connection points.
- Performs additional duties, as required.

Qualifications:
- Prospective candidates should possess the following requisite qualifications:
  - Bachelor’s degree from accredited college or university is required.
  - Minimum 3 years relevant experience in community development, urban planning, impact investing, public administration, or other areas relevant to LISC’s work
  - Excellent research, writing, editing and analytical skills.
  - Ability to communicate effectively in written, verbal, personal and presentation style formats with a wide variety of individuals
  - Demonstrated success in managing multiple projects and maintaining strong collaborative relationships with internal and external teams
  - Excellent interpersonal, time management and organizational skills
  - Entrepreneurial attitude, with an ability to identify insightful and creative new ideas and translate them into practice
  - Proficient in Microsoft Office Suite

To Apply:
- Please send cover letter and resume to aalekseyeva@lisc.org and include “Strategy & Innovation Officer” in the subject line of your email.

LISC IS AN EQUAL OPPORTUNITY EMPLOYER
COMMITTED TO DIVERSITY, EQUITY, INCLUSION, AND JUSTICE