Local Initiatives Support Corporation

Position Description

Position Description:
Program Director

Reports to: Executive Director

Job Classification: Exempt / Full Time

Position Location: Houston, TX

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 42 years, LISC and its affiliates have invested more than $24 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 38 markets with offices extending from Buffalo to San Francisco and in 2,400 rural counties across 49 states and Puerto Rico. Visit us at www.lisc.org.

The Houston office of the Local Initiatives Support Corporation (LISC) seeks a Program Director to manage our comprehensive community development programming. The position offers exposure to a broad range of community development activities and the opportunity to work with a strong team. This position will manage and oversee all of LISC Houston’s programmatic efforts, including GO Neighborhoods, our placed based comprehensive community development strategy, Economic Development and real estate capacity building, and supervise staff who are implementing specific components of LISC’s programmatic strategy.

Responsibilities:

• With a team of staff, lead the strategic design, planning and implementation for LISC Houston’s programming – including LISC Houston’s GO Neighborhoods, economic development and real estate capacity building programs
• Craft and implement a strategy for expanding affordable housing in Houston including working with local partners to build nonprofit and local leadership capacity through training, technical assistance and funding support
• Develop and implement a strategy for expanding economic development, small business supports, financial stability and job opportunities for Houston residents, drawing on relevant LISC program models and engaging with major employers and economic development leaders
• Build and maintain relationships with key organizations, residents and stakeholders in focus neighborhoods and work collaboratively to promote effective community development strategies to address health issues and attract resources to targeted under-resourced populations and neighborhoods.
• Prepare and manage program budgets, in consultation with the Executive Director and relevant team members
• Supervise staff implementing specific components of LISC’s programmatic strategy, ensuring collaboration between programs
• Represent LISC in citywide collaboratives
• Provide support in raising additional resources as well as reporting for the program
• Performs additional duties, as required

Qualifications:
• Bachelor’s degree from an accredited college or university is required. Preferably in areas that complement LISC’s community development work. Master’s degree preferred.
• Minimum 8 years’ experience creating and implementing programming, with a preference towards programs in community/economic development or a related field.
• Experience building and managing multi-sector partnerships.
• Demonstrated management experience, including staff development.
• Ability to establish priorities that align with a strategic plan and manage multiple agendas and programs effectively.
• Demonstrated commitment to an inclusive, community-based, resident-driven model of community planning and decision-making.
• Experience working with a diverse range of individuals and organizations, including foundations, public agencies, corporate leaders, community development organizations and neighborhood residents.
• Working knowledge of the economic, political, and social environments of Houston, especially lower income neighborhoods, organizations, and existing and past community development efforts.
• Ability to work with minimal supervision and capacity to simultaneously work on multiple tasks and projects and set priorities for a challenging workload.
• Strong communication skills to effectively collaborate with clients and colleagues, present information, and write cohesive reports for various audiences.
• Proficiency with MS Office Suite, social media, and ability to navigate software required for specific program initiatives.

LISC offers a competitive salary and excellent benefits No phone calls, please.

TO APPLY: Submit cover letter and resume to cboulet@lisc.org and include “Program Director” in the Subject line of the email.

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