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

LISC Economic Development
LISC Economic Development team is seeking a full time Program Officer to support the advancement of inclusive economic development by supporting initiatives in select markets, creating tools and resources, and sharing best practices with LISC staff and partners. The Program Officer will work under the guidance of Director, Economic Development to support the integration of inclusive economic development strategies into LISC’s comprehensive community development work. The ideal candidate has prior experience in one or more of the following areas: commercial and/or industrial district revitalization, supporting cross sector partnerships and engagement strategies, small businesses support, data analysis, comprehensive community development, disaster recovery.
KEY RESPONSIBILITIES:

- Support multi-city efforts led by national economic development team, including the development and implementation of economic inclusion agendas – a document that prioritizes and guides coordinated investments and programmatic activity in targeted districts over three years.
- Oversee the development and dissemination of resources (how to guides, case studies, briefs, articles, and other materials) by drawing on content expertise of Economic Development team, field offices, partners, and national best practices.
- Prepare, monitor, and manage grants, including collecting information for reports and coordinating with colleagues in development, communications, and at local offices.
- Coordinate with Knowledge Management, Strategy and Innovation, and other LISC National Program teams to advance inclusive economic development.
- Support local offices by providing resources, direct technical support, shared learning opportunities, hosting webinars, and managing Economic Development cohort.
- As needed, facilitate and convene meetings, trainings, and peer gatherings to build the capacity of local community, public sector and private sector partners.
- Establish and coordinate technical assistance resources for local offices and partners.
- Develop and manage relationships with local/national economic development partners including community-based organizations, mission-driven developers, impact investors, financial institutions and local/state agencies in order to foster inclusive economic development.
- Assume responsibility for special projects and other assignments, as needed.

QUALIFICATIONS:

- Bachelor’s degree from an accredited college or university in business, finance, urban planning, public policy, business or related field is required. Master's degree is preferred.
- Minimum 3-5 years relevant work related experience overseeing place based economic development initiatives, experience working in neighborhoods of opportunity preferred.
- Deep understanding of the community development field, knowledge related to community development financing preferred.
- Working knowledge of the economic, political, and social environments of national economic development field.
- Solution-oriented individual who is self-directed, and able to successfully balance multiple priorities and programs.
- Flexibility in working with a diverse range of individuals and organizations, including but not limited to community development organizations, public agencies, private developers, funders and lenders.
- Work with a geographically dispersed team, often via phone or webinar.
- Occasional travel to LISC field offices or conferences is required.
- Commitment to accuracy, attention to detail, timely reporting and deadlines.
- Excellent verbal and written communication, writing, research, analysis and relationship/team building skills.
- Proficiency in Microsoft Office suite required.
COMPENSATION
LISC offers a competitive salary and excellent fringe benefits.

TO APPLY
Please send a cover letter and resume via email with "Program Officer-Economic Development" in the subject line to econdevinfo1@lisc.org

NO PHONE CALLS PLEASE

LISC IS AN EQUAL OPPORTUNITY EMPLOYER
COMMITTED TO DIVERSITY AND INCLUSION