

# JOB DESCRIPTION

## Director of Connecting Capital and Community



## Background

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### **Company Overview**

The Coalition for Nonprofit Housing & Economic Development (CNHED) is a 501 (c) (3) association for the nonprofit affordable housing and community economic development sector in the District of Columbia, with more than 180 organizational members. CNHED's mission is to advance community development solutions that address the inequity of under-resourced communities in the District of Columbia. CNHED's strength is in its convening power, highly successful advocacy, robust communications and information sharing, and equipping its members with tools and resources for their work. CNHED's organizational members include nonprofit and for-profit affordable housing developers, housing counseling and service agencies, community economic development organizations, workforce and business development entities, lenders, intermediaries, and government agencies.

### **Program Overview – Connecting Capital and Community Initiative**

The Center for Community Investment (CCI) is undertaking a multi-year initiative, *Connecting Capital and Community (3C)*, designed to (1) introduce the [capital absorption framework](#) to multi-sector teams in six major American cities and (2) help teams apply the framework to enhance and scale their affordable housing efforts, further develop their community investment ecosystems, and, ultimately, enable low-income, Black, Latinx, Asian, and Indigenous residents to thrive. The *capital absorption framework* helps communities access the investments needed for people to have the chance to live, work, and learn in healthy homes and neighborhoods.

In each city, a diverse team of stakeholders from multiple organizations will work together to achieve an ambitious housing result that goes beyond individual projects to system changes aimed at improving the structure of opportunity in their community. The 3C initiative will support teams to act and learn simultaneously to:

- work concurrently to sharpen [community priorities](#), develop and execute a [pipeline](#) of investable opportunities, and strengthen policies, practices, collaborative platforms, and other elements of the [enabling environment](#) to facilitate achievement of community housing goals, while centering racial equity,
- attract and leverage capital for investment in a pipeline that advances community housing goals,
- recognize and remedy the inequities at the core of the housing ecosystem,
- acquire and sharpen relevant community investment, leadership, and racial equity content and skills, and
- share learning and build relationships to support accountability and progress.

These aims will be accomplished through:

- intensive learning opportunities for teams,
- smaller sessions for team leads, and
- one-to-one adaptive coaching, team coaching, and technical assistance customized for each team's circumstances, opportunities, and challenges.

## Position Summary

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The Coalition for Nonprofit Housing and Economic Development (CNHED) seeks an energetic, experienced professional to join our team. Under the direction of the Senior Vice President for Housing Policy, Research, and Development, the Director of Connecting Capital and Community will work with the Center for Community Investment to assemble teams of stakeholders and manage relationships with technical assistance providers and critical partners in the work including financial institutions, neighborhood organizations, foundations, affordable housing developers, government agencies, and other stakeholders critical to moving the needle in the affordable housing system. In collaboration with team members, the Director of Connecting Capital and Community will identify near-term investment opportunities, facilitate next steps in pipeline development, coordinate efforts to raise capital, and collect key data to inform and support ongoing pipeline development and execution.

## Primary Duties and Responsibilities

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- Work with CNHED and CCI to assemble teams of stakeholders with the needed capacities and relationships to achieve the targeted result.
- Serve as CNHED's primary contact for CCI staff and support team.
- Plan and manage the work of collaborators to ensure that regular progress toward the result is made over the life of the initiative.
- Manage relationships with technical assistance providers and critical partners in the work including financial institutions, neighborhood organizations, foundations, affordable housing developers, government agencies, and other stakeholders critical to moving the needle in the affordable housing system.
- In collaboration with team members, identify near-term investment opportunities, facilitate next steps in pipeline development, coordinate efforts to raise capital, and collect key data to inform and support ongoing pipeline development and execution.
- Prioritize an adaptive frame by asking questions that highlight assumptions, unintended consequences, and alternative possibilities.

## Skills Set Sought

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- Strong orientation and commitment to equity, equitable results, and community voice.
- Strong orientation to results, systems thinking, and learning.
- Strong program development and management skills.
- Strong organizational skills and attention to detail.
- Excellent interpersonal, communication, writing, and editing skills.
- Ability to take initiative, problem-solve, and think strategically, both independently and in a team environment.
- Ability to set, manage, and meet multiple deadlines simultaneously.

## Qualifications

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- Master's degree in community development, public policy, real estate development, planning, community organizing, or a related field. Exceptional candidates with five to seven years of experience without a master's degree will also be considered.
- Minimum five to seven years' experience delivering results in the community and relevant sectors, including understanding the local housing ecosystem and stakeholders.
- Understanding of and/or experience with the housing development process and willing to explore new ways to finance, preserve, and develop housing and increase sustainable homeownership.
- Experience communicating effectively and working collaboratively with diverse people and communities, including residents, philanthropy, the public sector, institutional leaders, and investors.
- Experience with leadership, networking, facilitating, and problem-solving.

## Career Development

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CNHED offers and encourages regular opportunities for career development by subsidizing employees to attend training courses and to obtain certifications.

## Compensation and Benefits

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CNHED offers a competitive benefits package including health insurance, employer retirement contributions, paid vacation and sick leave, teleworking, and an optional deferred salary retirement plan. Salary is commensurate with experience and track record of accomplishments. This position is exempt from overtime wages.

## To Apply

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Please email a resume (with "**3CI Director**" in the subject line) along with cover letter of interest and salary requirements to [jobs@cnhed.org](mailto:jobs@cnhed.org). No phone calls please. The position is open until filled. References will be required. CNHED is an equal opportunity employer. We encourage people of color, women, LGBTQIA+, and people with disabilities to apply.