

LOCAL INITIATIVES SUPPORT CORPORATION

Position Description

POSITION TITLE: Program Officer – Community Economic Development
REPORTS TO: Executive Director
LOCATION: LISC Hartford Office, Hartford, Connecticut
CLASSIFICATION: Full Time/Exempt

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 39 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 32 markets with offices extending from Buffalo to San Francisco. Visit us at www.lisc.org.

The Connecticut LISC program has experience developing the infrastructure of this broad variety of local, community-based organizations by providing technical and financial assistance - building capacity, sharing best practices, and providing project investments to support local solutions to community needs. Since coming to Connecticut in 1984, LISC has invested over \$81 million in Connecticut communities. This investment has created: 4,647 affordable homes, 365,000 square feet of commercial space, and 30 child care & community facilities. LISC's affiliate the National Equity Fund has invested over \$175 million of tax credit equity in Connecticut projects and Connecticut LISC has invested over \$4 million in developments through its Transit Oriented Development fund. Overall, LISC investment has leveraged \$818 million of community development activity in Connecticut.

Position Description

Connecticut LISC is seeking a skilled and experienced community economic development professional to advance the community economic development work of the Connecticut LISC program. Working primarily in Hartford, the Program Officer will work closely with LISC's community economic development partners working to revitalize urban neighborhoods. The Program Officer will also assist with new community economic development initiatives to increase healthy housing, engage institutional partners in neighborhood transformation, help coordinate economic development and job creation efforts for current residents, and help design new programmatic initiatives to build strong, sustainable neighborhoods. The successful candidate should have a commitment to community-based development, experience in community-based programmatic or real estate development, and an ability to share this knowledge through effective program implementation with LISC's partners.

Responsibilities

Principal areas of responsibility will include:

- Facilitate community economic development in designated Hartford neighborhoods, including implementing new programs in the area of health and housing, blight remediation, corridor revitalization, economic and workforce development, and other community development functions.
- Help manage key relationships with public and private partners. Work closely with City and State partners in the development of projects and programs.
- Work with LISC staff to develop, launch and manage new programmatic initiatives.
- Work closely with community-based organizations to build capacity and develop programs related to LISC's community economic development initiatives.
- Develop and maintain partnerships with key stakeholders in the community development sector and create linkages between community-based organizations by collecting information on partners, identifying new potential partners, and representing LISC in public settings.
- Track progress on programmatic milestones. Conduct research, and gather and analyze data that supports programmatic outcomes. Prepare, monitor, and track performance and outcomes of grant recipients and borrowers.
- Develop and coordinate training programs, best practice seminars and webinars.
- Assist with communication efforts to highlight program successes.
- Perform all other duties as assigned.

Qualifications

- Bachelor's Degree from an accredited college or university required; Master's degree in urban planning, community development, economic development, public policy or related field preferred.
- At least 3-5 years of experience in community development, affordable housing development or related field, preferably in the non-profit sector.
- Demonstrated understanding of neighborhood revitalization issues; familiarity with Connecticut's urban neighborhoods preferred.
- Demonstrated ability to think strategically to implement LISC's program goals. Ability to work simultaneously on multiple tasks and projects, set priorities and coordinate with multiple internal and external parties to meet project guidelines.

- Ability to work collaboratively with others and consistently demonstrate professionalism in diverse settings, with a positive and solution-oriented outlook. Capacity to work independently as needed.
- Excellent computer skills including competency in full Microsoft Office suite.

LISC offers a competitive salary and excellent benefits.

To apply, please submit a resume and cover letter to:

James Horan, Executive Director

LISC, 75 Charter Oak Avenue, Suite 2-250, Hartford, CT 06106

or jhoran@lisc.org

No telephone calls please.

**LISC IS AN EQUAL OPPORTUNITY EMPLOYER
COMMITTED TO DIVERSITY & INCLUSION**