



capital for healthy
families & communities

LOW INCOME INVESTMENT FUND
Director, SPARCC Initiative

Location: San Francisco, Los Angeles, New York, or Washington, DC

Reports to: VP, National Programs

Exempt classification: Exempt

Status: Regular, full-time

POSITION SUMMARY:

The Strong, Prosperous, And Resilient Communities Challenge (SPARCC) is a collaboration among The Low Income Investment Fund (LIIF), Enterprise Community Partners, the Natural Resources Defense Council, and the Federal Reserve Bank of San Francisco. Having evolved from the partners' work on Equitable Transit Oriented Development (ETOD), SPARCC seeks to change the way metropolitan regions grow, invest, and build by applying an integrated, cross-sector approach that benefits low-income communities and communities of color. Currently working with collaborative partnerships in six U.S. metro areas, SPARCC provides capital investments, technical assistance, and learning communities to advance racial equity, health equity, and climate resilience.

The Director of the SPARCC Initiative at LIIF will serve on LIIF's leadership team for the SPARCC collaborative, manage relationships with partners and funders, and focus on developing pipeline and deploying capital to SPARCC sites. The Director will manage the SPARCC Program Officer, and will report to the Vice President of National Programs who represents LIIF on the SPARCC Executive Team. A successful Director will help guide LIIF and the SPARCC partners to the next phase of SPARCC, including engaging new and existing funders for support, evaluating lessons learned from the first two years of implementation, and contributing insights to the field.

ESSENTIAL FUNCTIONS:

- Serve on LIIF leadership team for SPARCC initiative; maintain relationships with programmatic partners, funders, and other stakeholders.
- Help to develop program strategy and direction; participate in fundraising and planning for program's next phase.
- Manage the national SPARCC budgets; track and report program compliance to SPARCC partners and funders; attend and support meetings with current and prospective funders.
- Work with SPARCC sites and partners to develop and maintain a capital pipeline; assess readiness for investment; collaborate with Lending and Credit teams of LIIF and Enterprise both to deploy capital to sites and to connect sites with resources.

- Work with SPARCC sites to identify their technical assistance needs; provide technical assistance to sites through workshops, webinars, and capacity building on real estate development and the financing process.
- Track pipeline and deployment of SPARCC capital; provide regular reports on capital and programmatic goals to SPARCC's Executive Team, funders, LIIF's and Enterprise's lending teams, and other internal and external stakeholders.
- Lead the SPARCC Capital Working Group in collaboration with the SPARCC partners to articulate and implement the initiative's strategy related to grant and loan capital.
- Manage the SPARCC Program Officer and possibly others such as fellows or consultants.
- Present LIIF's vision of equitable communities to external and internal partners, representing LIIF and SPARCC at meetings, events, conferences, and other arenas.
- Material travel required, including sites visits, meetings, conferences, and other events.

SKILLS REQUIRED:

- 5+ years underwriting, structuring, and deploying community development capital.
- Experience leading a major initiative with multiple partners and funders strongly preferred.
- Strong relationship skills, and ability to collaborate with a wide variety of stakeholders across sectors. Must have strong written, speaking, and presenting skills.
- Ability to understand the underwriting criteria and parameters of LIIF and Enterprise's lending approaches and ability to find creative financing solutions.
- Strong program management and budgeting skills.

COMPETENCIES / ATTRIBUTES:

- Highly collaborative leader, open to sharing resources and information, and a skilled communicator and listener.
- Creative, strategic thinker with demonstrated imagination and flexibility.
- Effective written and oral communication skills. Excellent presentation skills. Thoughtful listener. Direct and open communication style.
- Dedicated self-starter who is accustomed to taking initiative and driving toward results, and has a high degree of self-motivation, initiative, dedication, creativity, and perseverance.
- Professional in demeanor, actions, and attitude, toward external audiences and colleagues.
- Must be committed to, and find passion in, LIIF's mission and SPARCC's mission.

OTHER REQUIREMENTS:

Experience/Education: A Bachelor's degree is required; a Master's degree in a related field is highly preferred. A minimum of seven to ten years of progressively responsible experience in developing community development programs or lending/investing strategies is preferred. Must possess excellent verbal, presentation, and written communication skills. In lieu of education, directly related experience can be substituted. Ability to travel required.

* Cover letter required.

* Position is dependent on grant funding, long-term employment will be reliant on ongoing funding renewal.

Revised: November 2018