



MHP is Hiring a Community Development Director

A **trusted expert** and **leading advocate**, Minnesota Housing Partnership has played a key role in **advancing affordable housing and community development** for more than three decades.

Who We are

We are a team of community developers, researchers, communicators, and policy advocates who work to:

- ▶ Strengthen the ability of organizations to build and preserve housing and community assets.
- ▶ Provide original research and education resources to generate public support of vital communities and affordable housing.
- ▶ Drive efforts to secure the policies and funding needed at the regional, state, and federal levels to advance local housing and community development.



Our Mission

Minnesota Housing Partnership (MHP) strengthens development capacity and promotes systems change to expand opportunity, especially for those with the greatest need. We support, lead, and collaborate with a diversity of partners to stimulate innovation and drive positive impact in affordable housing and community development in Minnesota and beyond.

Our Vision

MHP is actively assisting a wide range of communities to develop the skills and strategies to grow their stock of affordable housing and strengthen their communities. MHP is rated as an exceptional place to work.

Our Impact

MHP has made a significant contribution to shaping, advocating and putting policies in place that led to the development of affordable housing for those most in need. Many communities around the country have learned the skills needed to grow the amount of affordable housing units and strengthen their community.

Our Principles

- ▶ Collaboration
- ▶ Innovation
- ▶ Racial Equity
- ▶ Data-driven Impact
- ▶ Solutions for those with the greatest need

Our history

MHP began in 1987, as an informal coalition organizing community groups and nonprofit developers to play an active role in affordable housing. The initial work of MHP focused on informing housing groups of policy and program developments occurring at the state and federal levels. MHP also was a catalyst for increased state funding targeted to addressing the housing needs of low-income people. In addition, MHP helped create the state's first programs to build the capacity of nonprofit housing providers.

In 1989 MHP incorporated as a member based, nonprofit organization.

Over the years, MHP has developed an effective lobbying arm and advocacy network. MHP has earned the respect of affordable housing supporters throughout the state, as well as government and legislative leaders.

Today MHP continues to support housing for all Minnesotans through capacity building, advocacy, and loans and grants. The organization has a budget of \$3 million and a staff of 21.

Minnesota Housing Partnership is committed to social, racial, gender and economic justice. We strongly encourage persons of color, women, LGBT individuals, veterans and persons with disabilities to apply.

Our community development work

In 1994 MHP became a major provider of technical assistance and financial support to increase the capacity of housing development groups. MHP administers a predevelopment loan program and provides training and operating grants to nonprofit developers.

MHP's demonstrated capacity to deliver housing programs led to its serving as a funding intermediary for several government agency programs.

We are based in Minnesota, but we provide technical assistance and capacity building for communities throughout the United States.

While MHP works with a wide variety of stakeholders, the focus of our community development work is in rural and native communities.

Capacity Building Technical Assistance

Our community development team has more than 100 years of combined experience working directly with communities, regions and organizations to achieve their housing and community development goals. From innovative community planning practices to knowledge of complex federal programs, our expertise helps to create effective — and lasting — collaboration among community leaders.

MHP increases capacity of rural and tribal communities to identify and then address the current and future needs of their community. MHP helps build local knowledge and leadership to attract and utilize resources to address each community's unique opportunities and challenges, so they are positioned to envision and achieve their own self-identified goals long after their work with MHP concludes.

Housing Institute

In many rural communities, there's a significant gap between the supply of affordable housing and the number of people who need it. The Housing Institute closes that gap through customized curriculum, guided collaboration and capacity building for diverse community stakeholders.

The Housing Institute brings together housing leaders and stakeholders to share their experiences, learn best practices, and develop creative solutions to bring quality affordable housing to their communities.

Over the past six years, the Institute has shown that engaging different stakeholders in truly effective and meaningful partnerships is the key ingredient to completing short-term projects and sustaining long-term relationships that lead to vibrant rural communities and regions.

Native Community Development Institute

The Native Community Development Institute supports and strengthens the capacity of Native communities to reach their community development goals through collaborative, self-styled trainings, peer-to-peer workshops, and customized assistance.

With the guidance of MHP, participating Native communities build teams that convene leaders from across sectors to identify and tackle a project that addresses a pressing need in their community. Over 18 months, these teams participate in MHP-facilitated trainings and meet regularly to create a project plan — and receive individualized guidance from an MHP staff member throughout the process.

The Leadership Role

Minnesota Housing Partnership is seeking an experienced Community Development Director who is looking for an opportunity to lead and develop a team of national technical assistance (TA) staff and consultants with expertise in a broad array of housing, community development and economic development. This is a varied, exciting role that requires a strategic thinker and a seasoned leader. This position is an active and participative member of the leadership team and reports to the Executive Director.

Responsibilities

Department Leadership:

- ▶ Provide vision and direction to guide MHP's Community Development department and oversee a team of national technical assistance (TA) staff and consultants with expertise in a broad array of housing, community development and economic development
- ▶ Provide leadership in the strategy and management of MHP's capacity building, technical and financial assistance programs to ensure competent and effective TA delivery and compliance with federal requirements
- ▶ Deliver technical assistance to beneficiary communities.
- ▶ Recruit, develop and manage a team of highly qualified community development staff and MHP network partners to deliver federally regulated technical assistance and capacity building in community, economic and affordable housing development.
- ▶ Oversee the administration and deployment of MHP's capacity building grants, primarily federal awards over multiple years which includes staffing, budgeting, reporting, policies and procedures, and ensure mandated compliance with all requirements.
- ▶ Establish and maintain communications with Federal, State and philanthropic funders and promote MHP as a national TA Provider with a variety of stakeholders.
- ▶ Be accountable for and actively champion the department's Race Equity Strategic Action
- ▶ Plan to increase the number of TA work plans that generate equitable outcomes.

Organizational Impact Leadership:

- ▶ Provide critical leadership for the organization as part of the Executive Leadership Team driving key organization-wide initiatives and activities:
- ▶ Lead the planning, creation, implementation, and accountability to outcomes related to strategic planning.
- ▶ Create an evaluation framework and plan for staged departmental rollout, identification of additional resources and roles that are needed long term to make MHP a data-driven organization.
- ▶ Collaborate with the Executive Director to coordinate Leadership team meetings and content that supports accountability to organizational responsibilities.
- ▶ Coordinate staff meetings and content that supports cross-department collaboration, team building and positive culture.

Business Development:

- Drive the vision and business model that positions MHP's Community Development department to compete, secure national and philanthropic contracts, excel and grow our brand nationally.
- Secure outside, private consulting contracts as needed, to meet financial goals.
- Assist in the preparation of federal grant proposals, determining budget and work plan outcomes.

Requirements

- Extensive knowledge and experience working with federal, state and local government entities as well as community collaborative partners on housing, economic development, community development and workforce housing
- Knowledge of and ability to effectively work within applicable laws, regulations, policies, procedures, current literature, trends and developments in community/affordable housing development and planning with a focus on under-served, rural and Native communities.
- Knowledge of and ability to effectively deploy various grants, programs, and regulatory guidance: USDA, HUD, CDBG, ICDBG, CoC, MHFA, EDA, BIA and OMB circulars.
- Knowledge of current personnel management practices and ability to effectively lead individuals and team to excel.
- Strong project management skills to guide complex projects.
- Strong contract and budget management skills.
- Ability to drive a vision and business model that positions MHP's Community Development department to compete, secure national and philanthropic contracts, excel and grow our brand nationally.
- Ability to be flexible and adapt to short deadlines and a fast-paced environment.
- Effective public speaking, interpersonal, written and oral communication skills.
- Intermediate to advanced skills in MS Office Suite, CRM applications, databases, SharePoint and other cloud functionality.

Education/Training

- Bachelor's Degree in business or public administration, housing management, non-profit administration, public policy, urban/regional planning or related field. Master's preferred.
- Housing Development Finance certifications preferred.
- Ten years' demonstrated experience in housing, community development, economic development, planning or related field. Experience with Native American and rural communities strongly preferred.
- Minimum eight years' experience in nonprofit management/operations.
- Minimum five years's experience in recruiting, hiring, managing, conducting performance reviews, managing turn-over, and developing individuals and teams.

APPLY NOW!

MHP offers a dynamic, collaborative and flexible work environment, where we value work - life balance, and offer a competitive salary and generous benefits package.

Candidates are invited to apply to HR@mhponline.org. Please submit a cover letter and resume detailing how your experience and strategic vision will contribute to MHP's work and organization.