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**University of Houston
Graduate College of Social Work**

JOB OPPORTUNITY POSTING

Job Title: Sustainable Communities Program Officer

Employer/Agency: Local Initiatives Support Corporation (LISC)

Job Description: Local Initiatives Support Corporation (LISC), widely recognized as the nation's premier community development intermediary, has a 30 year history of providing financial and technical assistance to community-based organizations and public entities focused on the redevelopment of urban neighborhoods and rural communities. The organization works in partnership with nonprofits, public sector and private sector partner in Building Sustainable Communities - good places to work, do business and raise children. Our approach is comprehensive – one that values resident involvement and recognizes the importance of addressing housing and commercial development along with family income and asset building, workforce issues, education, economic development and the many aspects of a great neighborhood – places to play, access to health care, community safety and more. Houston LISC has been active in the region since 1989. For more information about LISC visit www.lisc.org. Local Initiatives Support Corporation (LISC) seeks qualified candidates for a Sustainable Communities Program Officer with the Greater Houston LISC office. The Houston program is one of many LISC sites engaged in its Building Sustainable Communities Initiative. Houston's Great Opportunities Neighborhoods (GO Neighborhoods) Program uses a comprehensive and intensive, community development investment strategy in specific neighborhoods focused on improving the quality of life of residents. This position is responsible for implementing our GO Neighborhood strategy, providing leadership and strategic thinking to deliver

results. The position reports to the Houston LISC Executive Director.

RESPONSIBILITIES

- Provide leadership and strategic support to the Sustainable Communities (SC) efforts in Houston to effectively move forward new initiatives as defined by resident and stakeholder driven neighborhood plans for comprehensive revitalization. Oversee development, implementation and expansion of LISC's GO Neighborhoods initiative. Develop evaluation tools and work with an independent evaluation team to measure progress.
- Work closely with neighborhood partners to provide programmatic and organizational development expertise, technical assistance, and support. Provide leadership and technical assistance on community organizing and community building strategies to partners. Manage complex public and public-private partnerships.
- Identify, develop and disseminate LISC resources to neighborhood partners including funding, trainings, workshops and events, consultant services and public policy support. Identify and cultivate partners to support new programming; and identify financial resources to support the human capital and program/project capital development elements of the comprehensive approach. Work with the Executive Director and the Program Officer for Fund Development to raise additional resources and manage grant resources.
- Work with partners to identify and move forward real estate development, assessing project feasibility, partnering the organization with strategic expertise, developing financing strategies and facilitating access to public subsidies as well as conventional financing.
- Prepare and manage program budgets, in consultation with the Executive Director and relevant team members. Manage the LISC AmeriCorps Program to place individuals interested in community development with nonprofits seeking to expand or test new programs.
- Assume responsibility for special projects and other assignments, as needed.

Qualifications:

- 5-7 years experience and a successful track record

developing and leading initiatives in community/economic development, community organizing and engagement, human capital development, and/or affordable housing.

- Demonstrated skill in teambuilding and facilitation techniques. Willingness to embrace and promote a culture of individual and shared trust and accountability.
- Strategic thinker. Highly motivated, solution-oriented individual who is self-directed, resourceful and able to successfully balance multiple priorities and programs;
- Working knowledge of the economic, political, and social environments of the Greater Houston area, especially lower-income neighborhoods, organizations, and community development efforts strongly preferred;
- Flexibility and poise in dealing with a diverse range of individuals and organizations.
- Excellent written and oral communication skills. Grant writing, marketing and communications experience a plus;
- Proficiency with Microsoft Office Suite and social media. Capacity to learn and navigate new software required for all LISC employees and for specific program initiatives.
- Must have a good sense of humor, enthusiasm, ability to work in a dynamic environment, and be outcomes focused. Willingness to build knowledge/skills over time and build partnerships to enhance gaps in expertise.

EDUCATION

- Bachelor's degree required. Masters Degree in urban studies, business administration, real estate finance, planning, social work, public administration or similar field desired and may substitute for up to 2 years of experience.

Salary/Hours: Salary DOE; Full-time

Employer/Agency: LISC
Address: 1111 North Loop W, Suite 740
City, State, Zip: Houston, TX 77008

Application Method: Candidates should send a resume, cover letter, one writing sample, three professional references, and

salary requirements. Please use the cover letter to describe what in your professional background demonstrates the competencies sought and what interests you most about working for Houston LISC.

All materials should be sent VIA E-MAIL to:

HoustonHR@lisc.org.

Please type "Program Officer-Sustainable Communities" in the subject line of the e-mail. ONLY E-MAIL APPLICATIONS WILL BE ACCEPTED - No Phone Calls Please

Opening Date: Immediately

If your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at

[mswjjobs@sw.uh.edu](mailto:mwjjobs@sw.uh.edu) with the hiring details of your new job opportunity.

Thank you