



## Cleveland Neighborhood Progress

### Job Description

#### Senior Vice President of CDC Advancement & Resilience

CNP was founded in 1988 as Neighborhood Progress Inc. to serve the unique role of a local community development funding and support intermediary for community development corporations (CDCs), and it is a vital partner to Cleveland's community revitalization efforts. In 1991 and 1992, the New Village Corporation (NVC) and Village Capital Corporation (VCC) subsidiaries, respectively, were established to further real estate development and lending in the neighborhoods. While VCC, a Community Development Finance Institution, was initially developed to support the CDC ecosystem, its borrower base has expanded to include private developers as well. In 2013, Neighborhood Progress Inc. merged with the Cleveland Neighborhood Development Coalition, an advocacy and trade organization for the CDCs, and LiveCLEVELAND!, an organization focused on marketing Cleveland's neighborhoods, to form Cleveland Neighborhood Progress.

Near the end of 2021, CNP completed a strategic plan that refocused its efforts on the health of CDCs. The new mission is to *foster the equitable revitalization of neighborhoods throughout Cleveland by strengthening the community development ecosystem.*

**Status:** Full-time, Exempt

**Reports to:** Chief of Staff and Operations; dotted line to CEO & President

**Purpose:**

CNP recognizes that Community Development Corporations (CDCs) are the primary vehicle to achieve equitable neighborhood revitalization in Cleveland because they are on the ground working directly with residents and businesses. Therefore, the core work of CNP must be to realize the Strategic Plan's first goal: ensuring that "CDCs have access to the financial resources, talent, industry expertise and technical assistance they need to effectively serve their neighborhoods, continuously improve and sustain operations over time."

Building and leading the new team, which is at the core of CNP's strategic plan, will be the principal charge of a Senior Vice President of CDC Advancement & Resilience. To better connect with CDCs and understand their challenges, the SVP of Advancement & Resilience will hire a new team of CDC Relationship Managers (CDCRMs) to work directly with assigned portfolios of CDCs. The CDCRMs will act as consultants to the CDCs they support, determining what types of capacity-building support they require and then developing plans that connect CDCs with required resources, both at CNP and elsewhere.

A critical part of the SVP of CDC Advancement & Resilience's job is to work in coordination with the SVP Equitable Revitalization to ensure that the CDCRMs and Neighborhood Planning & Advisory Teams are aligned.

Reporting to the SVP of Advancement & Resilience, the Vice President of Leadership & Organizational Development will utilize feedback from the CDCRMs and the data from the Strategic Planning consultants at EYDAS to develop a maturity model for CDCs. The maturity model needs to establish baseline offerings and services that every CDC must be capable of offering their community. Additional *enhanced* and *aspirational* services will be layered on top of this baseline. The VP and of Leadership & Organizational Development will then be responsible for developing the pipeline of trainings through which CDCs can advance from baseline services to enhanced, and from enhanced to advanced.

With a maturity model in place, the SVP of Advancement and Resilience, the VP of Leadership & Organizational Development and the Grants Manager will develop a suite of grant programs to match where any given CDC sits on that model in the latter half of 2022 and into 2023, prior to the next Strategic Investment Initiative grant cycle.

**Key Responsibilities Include:**

- Hire and build a team of CDC Relationship Managers.
- Ensure work of SVP of Equitable Neighborhood Revitalization, SVP of Advocacy & External Relations and President of VCC are all aligned around CDC needs and priorities.
- Support the work of the VP of Leadership & Organizational Development to create a maturity model for CDCs and develop accompanying capacity building and training programs under the umbrella of the Progress Institute.
- Work with the Grants Manager and the SVP of Leadership and Organizational Development to develop a new cadre of grants programs, culminating in the "Community Equity Investment."
- Support the work of the SVP of Finance & Shared Services and the VP of Leadership & Organizational Development to create a portfolio of shared services that CDCs can opt into.
- Support the CEO & President in Fund Development efforts for CNP and the CDC system.
- Build new and existing relationships to develop new partnerships and collaborations to advance neighborhood agendas as appropriate.
- Provide strong, strategic leadership to achieve measurable and continuous improvement in Cleveland's competitiveness by identifying, developing, and overseeing all CDC Advancement programs.
- Collaborate with staff to identify opportunities, prepare proposals, and prepare reports for funding support from foundations, corporations and various local and national sources.
- Report regularly on achievements toward those clearly defined goals.
- Monitor expenditures and operating within established program guidelines and allocated budgets.
- Develop staff by coaching, counseling, and guiding employees and appraising staff results.
- Operate as a liaison to community development corporation staff in a supportive manner, including conducting site visits, interviews, and evaluation of workplans, production, and performance.

**Required Qualifications:**

- Bachelor's degree in related field; Master's Degree preferred.
- At least 8 years of experience in community development, public service, or nonprofit program management.
- Significant experience building, managing and developing professional teams.
- Direct neighborhood development experience.
- Knowledge of community organizing, involvement, and engagement.
- Self-motivation and ability to work collaboratively in a team environment.
- Excellent interpersonal, written, and oral communication skills.
- Grant writing experience is a plus.
- Proficient in the use of MS Office Professional.

**Compensation:**

Competitive salary and full benefits provided commensurate with experience.

**Timing:**

Targeted timing is to complete the search by the end of 2022

Please send a cover letter with your expression of interest and resume to Tania Menesse, [tmenesse@clevelandnp.org](mailto:tmenesse@clevelandnp.org) with a copy to Toni White, [twhite@clevelandnp.org](mailto:twhite@clevelandnp.org).