



Valley Community Development Corporation Seeks Executive Director

About Valley Community Development Corporation

Established in 1988 to address the shortage of affordable housing and the economic changes to the local economy in the Pioneer Valley, [Valley Community Development Corporation \(Valley\)](#) creates opportunities for people to live, work, and thrive, addressing the growing needs of low- and moderate-income people by developing and preserving affordable rental and ownership housing, cultivating economic self-sufficiency, and fostering community leadership. Valley accomplishes these goals by focusing on three areas of community development:

- [Affordable Housing](#) – Working with local municipalities and state funding partners, Valley develops and manages affordable housing in the Pioneer Valley.
- [Housing Services](#) – Valley administers a variety of programs for first-time homebuyers and existing homeowners to purchase, secure, and retain home ownership.
- [Small Business Development](#) – Valley offers a range of free, customized services to meet the needs of low- and moderate-income individuals to help them start, stabilize, and grow businesses.

Since its founding, Valley has developed 279 units of affordable rental and ownership housing; provided business technical assistance to 2,111 entrepreneurs; assisted over 8,400 homebuyers and homeowners in the region; and helped low-income homeowners correct health and safety code violations in their homes. Currently, Valley has an additional 157 units of affordable housing in its pipeline.

Based in Northampton and serving all of Hampshire County, Valley has a staff of six (including the Executive Director position) and an annual budget of approximately \$2,000,000, inclusive of rental property operations. Valley is overseen by a highly engaged 13-member Board of Directors comprised of community representatives and local business leaders. Since June 1, Valley has been led by Interim Executive Director, Peter Jessop, who previously served as board president.

Opportunity Going Forward

The Executive Director will have the opportunity to lead this well-respected, highly successful, and fiscally stable community development corporation which builds community through housing and business development. In addition to effectively and efficiently managing ongoing operations, high priorities for the Executive Director include:

- Positioning Valley as a leading advocate for affordable housing and homeownership in the Pioneer Valley to build community and to combat homelessness.

- Capitalizing on Valley’s significant financial strength and increased federal funding to expand affordable housing both as an independent developer and in collaboration with regional partners.
- Leading and empowering a collaborative team of highly skilled, experienced, and passionate, mission-driven professionals.
- Strategically and tactically taking advantage of federal and state grants to revitalize and reinvigorate Valley’s small business development program.
- Assuming a more sophisticated and practiced approach to Valley’s infrastructure, particular its asset management function and informational technology support.
- Expanding participation of diverse community members in Valley’s work, particularly people of color, and ensuring multiple voices and perspectives are respectfully and consistently engaged.
- Strengthening successful fundraising initiatives, including expanding and solidifying participation by individuals and businesses in Valley’s [Community Investment Tax Credit](#) program.
- Improving Valley’s marketing, public relations, and external communications to celebrate its successes and position it as the premier, regional community and economic development resource which is committed to equity and inclusion.

Desired Credentials/Profile of the Ideal Candidate

- A minimum of five years of senior leadership, or equivalent experience, preferably at a nonprofit of similar size and scale.
- Knowledge of and passion for community, real estate, and/or economic development.
- Personal or professional connections to the communities served by Valley would be advantageous.

Skills and Experience

Decisive, Flexible, and Strategic Administrator

- Seasoned administrator with sound executive function skills who is assured, decisive, and who, by using data to inform decision making, is willing to take calculated risks.
- Strong leadership qualities and acumen to oversee complicated projects and complex finance arrangements.
- A highly organized, multitasker and project manager who can handle multiple priorities and juggle responsibilities.
- Commitment to being the leader of a small organization, eager to dig in, get hands dirty, step in for others, and be a working member of a team.
- Present and engaged leader, who takes responsibility and holds self and others to high levels of accountability.
- Able to engage with, develop and appropriately inform a board of directors and its committees, demonstrating an understanding of the appropriate balance between governance and management.

Exceptional People Manager and Culture Builder

- Able to maximize the contributions of well-qualified and experienced staff, placing trust in their competence.
- Strong people skills with the ability to connect with each staff member, understand individual and collective concerns, and resolve personnel issues with empathy.
- Supportive, respectful, and nurturing staff leader who puts the team ahead of self.
- An even keeled, emotionally intelligent leader who can develop a team culture built on respect, client service, and accountability.
- Eager to serve as backup to a small staff, each of whom essentially runs a one-person department.
- An active listener with the ability to learn and consider before taking action.

Consummate Communicator, Networker, and Relationship Builder

- Confident external representative and public spokesperson with the ability to understand and engage the communities served by Valley.
- Energetic networker who is able to create, nurture, and sustain the collaborative partnerships essential to advancing Valley's mission.
- Eager, outgoing, and informed leader committed to ensuring that Valley is at the table to take a leading community role in affordable housing.
- Able to bring a race and equity lens to Valley's work.
- Excellent public speaker and writer with strong storytelling ability.

Experienced Revenue Generator

- Adept at creating a comprehensive funding strategy that harnesses initiative and creativity.
- Able to secure and leverage the public and private resources needed to advance Valley's mission.
- Willingness to hold the organization accountable to its revenue goals.
- Possess basic fundraising literacy with a commitment to and comfort with making an ask.
- Grant writing experience.

Compensation and Benefits:

This is a full-time, salaried, exempt position with a starting salary range of \$100,000 to \$120,000, commensurate with experience and qualifications. Valley also offers a comprehensive benefits package that includes health insurance or access to a Health Reimbursement Account, a 403b plan, and generous paid time off.

Application Process and Additional Information

Valley is an Equal Employment Opportunity and Affirmative Action Employer that strongly encourages applications from candidates from diverse races, backgrounds, genders, and cultures. Candidate must include a resume and a cover letter that describes how your qualifications and experience match the needs and mission of Valley. Applications will be accepted until the position has been filled. Upload required documents to: <https://eostransitions.applicantpool.com/jobs/>.

This executive search is being conducted by Eos Transition Partners consultant John Tarvin. All submissions will be acknowledged and are confidential, and any questions can be submitted to John at: jtarkin@eostransitions.com.