

Employment Opportunity Posting

Management Co.: ACTION-Housing, Inc.

Position Available: Chief Executive Officer

Available: 09/01/2024

Location: Pittsburgh, PA

Job Description: Reporting to the Board of Directors, the CEO works collaboratively within the organization and across the networks of partners in Pennsylvania, providing leadership to sustain ACTION's vision to empower people to build more secure and self-sufficient lives. The Board will look to the CEO to build on accomplishments and impact and will collaboratively lead internally and externally to envision, plan for, and implement new innovations and strategies to invest in the people and communities in Southwestern Pennsylvania

Essential Duties: The CEO will provide leadership to the organization by simultaneously managing its day-to-day duties and lead ACTION through responsible growth. Primary responsibilities include: Shape the vision for the organization by tracking the current and changing landscape, identifying priorities to achieve mission, building consensus around key priorities, and exploring future funding modalities. Represent ACTION and advance professional networking, serving as a liaison to community partners, including local, state, and federal government; private sector finance institutions and developers; community organizations; service agencies; and philanthropic organizations. Cultivate, steward, and strengthen relationships across sectors and identify creative opportunities for new strategies with partnerships that will generate, grow, and diversify new funding opportunities. Maintain a working knowledge of the political and economic landscape impacting equitable access to affordable housing and support services. Provide fiscal oversight and management to organization-wide finances, diversify revenue streams, sustain a financially healthy organization, and provide input to the ACTION-Housing and AHI/CHI Boards. Lead a team that encourages collaboration and empowers staff to develop and grow.

Qualifications: Successful candidates for this position will share a commitment ACTION-Housing's mission and will bring to the role a variety of experiences and attributes, including Background & Experience 10+ years of experience with progressive responsibility in affordable housing, homeownership, and/or community development. Grounded understanding of the business of affordable housing and the range of operations in affordable projects, including both tax-credit and HUD-funded affordable housing programs and property management/operations. Familiarity with PA state programs is desirable. Demonstrated passion for and commitment to affordable housing, inclusive community development, and mission-driven organizations. Demonstrated experience working with community partners (agencies, businesses, and nonprofits) and ability to

maintain partnerships with diverse organizations and individuals. Proven nonprofit leadership and management experience in an organization of similar scale and mission. Familiarity and experience working within Southwestern Pennsylvania a plus. Skills & Attributes Strategic, visionary, and creative mindset; proven experience with managing organizational vision while simultaneously managing the day-to-day. Experience holding responsibility for an organization or department level statement of income and expense, with a track record of leading surplus budgets. Fundraising experience, including a demonstrated ability to engage with partners and funders for fundraising opportunities and collaboration. Authentic and effective relationship builder; skilled at connecting and working with diverse partners across industries and stakeholders (government, private/businesses, nonprofits, and board); exceptional interpersonal and collaboration skills. Exceptional written and oral communication skills and style, including listening and articulating key messages externally. Effective public speaker skills. Experienced leader with a commitment to empowering staff and staff development and encouraging trust and collaboration; mission-oriented leader who can balance strategy and action. Ability to navigate complicated or difficult conversations with respect for all stakeholders affected. Experience working with or serving on a nonprofit board.

Compensation:

Benefits:

Apply:

Send Resumes to: shreya.mahatwo@marcumllp.com