



## Director

San Francisco, CA

Los Angeles, CA

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Posted Yesterday

Full time

REQ539

Enterprise is a national nonprofit on a mission to make home and community places of pride, power and belonging for all. To make that possible, we operate the only organization designed to address America’s affordable housing crisis from every angle: we develop and deploy programs and support community organizations on the ground; we advocate for policy on a nonpartisan basis at every level of government; we invest capital to build and preserve rental homes people can afford; and we own, operate and provide resident services for affordable communities. All so that people not only make rent, they build futures. With this end-to-end approach, 40 years of experience and thousands of local partners, Enterprise has built and preserved 793,000 affordable homes, invested \$61 billion in communities and changed millions of lives.

Enterprise offers career opportunities in our [offices across the country](#) with an [exceptional benefits package](#).

### Job Description Summary

The Director will work closely with the Market Leader to direct Enterprise’s programmatic and technical assistance work on the Homekey program—the State of California signature \$2.75 billion

## About Us



**Our Vision:** A country where home and community are stepping-stones to more.

**Who We Are:** Enterprise is the only national nonprofit that addresses America’s affordable housing crisis from every angle, combining 40 years of experience, thousands of local partners and the expertise of over 1,100 employees nationwide.

**What We Do:** We develop and de-



...nce and state agency staff, foundations, service providers, mis- sion-oriented developers, local public agencies, preservation and homelessness advocacy organizations, elected officials, and oth- ers to ensure the field has capacity to execute on Homekey goals. With a team of staff and consultants, the Director will provide in- depth technical assistance to Homekey applicants ensuring high- quality applications.

This position will also engage in program and policy development, relationship management, fundraising, staff and consultant super- vision, budget management, and communications. A successful candidate will be a highly motivated, creative, effective team player eager to continue and improve existing Enterprise efforts with Homekey to meet local affordable housing and community devel- opment goals. This position is part of the office’s management team and reports to the Vice President, Market Leader.

**Job Description**

Job Responsibilities

- Oversee and manage all facets of Enterprise’s pro- grammatic work on Homekey to ensure it is success- fully delivering on commitments to public and private partners, advancing the goals of the program, and building the capacity of the field to address homelessness.
- Direct the provision of technical assistance and ca- pacity-building services to Homekey participants to ensure successful funding application and implementation.
- Supervise the use of philanthropic pass-through grant funds to Homekey awardees, including setting up and overseeing internal processes with other depart- ments (grants, legal, etc.)
- With the Development Director, create funding pro- posals to support program activities, and prepare progress and activity reports as required by internal stakeholders and funders.
- Oversee the communications work of the program in- cluding the creation of on-going public-facing materi- als to share program milestones and impact.
- Recruit, vet and hire consultants to assist with the de- livery of technical assistance to Homekey applicants and awardees

of government. We invest capital to build and preserve rental homes people can afford. And we own and operate 13,000 affordable homes and provide resident ser- vices for 22,000 people. All so that people not only make rent, they build futures.

**Our Mission:** To make home and community places of pride, power and belonging, and platforms for resilience and upward mobility for all.

**How We’re Organized:** Enterprise is organized around three central goals: to [increase housing supply](#), [advance racial equity](#) and [build resilience and up- ward mobility](#). To achieve these goals, we operate across three di- visions – Solutions, Capital and Communities – that unify and leverage a family of companies to- gether to execute our work:

- Our Solutions division operates a 501(c)(3) nonprofit nationwide with programmatic, p olicy, advisory and ca- pacity-building arms at the national, state and local level, work- ing in more than 800 communities and in collaboration with thousands of part- ners in the nonprofit, public and for-profit sectors.
- Our Capital division comprises several



- Advise on policy best practices at the state and local levels.

Qualifications

- Min 8 years experience in relevant community development, public policy, government, banking and finance, nonprofit, or real estate development experience.
- Undergraduate degree; graduate degree may substitute for up to two (2) years of experience.

Other General Qualifications

- Experience in affordable housing development, finance and familiarity with affordable housing industry.
- Excellent organizational and project management skills.
- Demonstrated ability to manage multiple projects and assignments, meet tight deadlines, coordinate and communicate effectively among widely dispersed partners,
- Superior written communication skills, including editing and proofreading, and experience with preparation of successful funding proposals.
- Excellent presentation and negotiation skills, ability to represent Enterprise in a variety of settings.
- Evidence of commitment to social and environmental justice and public service.
- Experience successfully managing staff, teams and consultants
- Successful experience working in a team setting, with experience working with “virtual” teams including colleagues located across multiple offices desired.
- Flexible work style and ability to adapt to evolving work program in a growing office.
- Ability to travel up to 15% of time.

credits and equity; a 501(c)(3) nonprofit that is one of the country’s largest publicly-rated Community Development Financial Institutions (CDFI); and a controlling interest in Bellwether Enterprise, through which we also provide access to conventional mortgage products.

- Our Communities division operates a 501(c)3 nonprofit that is the nation’s fifth-largest affordable housing nonprofit developer, owner, operator and provider of resident services.

**Our Impact:** With this end-to-end approach, 40 years of experience and thousands of local partners, Enterprise has built and preserved 793,000 affordable homes, invested \$61 billion in communities and changed millions of lives.

**Enterprise is an Equal Opportunity Employer.** We value a diverse workforce and strive to create an inclusive culture. Enterprise encourages and considers applications from all qualified individuals without regard to race, color, religion, gender, sexual orientation , gender identity or expression, age, national origin, marital status, disability, veteran status or any other

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ities to ensure full participation in the interview process and to perform essential job functions.

Please contact [HR@enterprisecommunity.org](mailto:HR@enterprisecommunity.org) to request a reasonable accommodation.

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