



# Grounded Solutions Network

## Director of Innovative Finance

Remote



## About Us

Grounded Solutions Network is a national affordable housing focused nonprofit dedicated to shaping communities to be equitable, inclusive and filled with opportunity for all. Where we live matters. Housing determines what opportunities we have and how our kids grow up. Everyone should be able to live in a place that offers opportunity: access to jobs, parks, public transit, quality schools and stable homes. Strong and inclusive communities provide the foundation that people and families need to thrive, both in the present and for future generations.

As a national membership organization, we support nonprofit and government practitioners, community resident leaders, advocates, elected officials, and other housing professionals with the tools, resources and knowledge they need for success. We promote the creation and preservation of quality housing that remains affordable for generations. Our work specifically targets creating and expanding housing with lasting affordability, using a racial equity lens.

Our network defines “Lasting Affordability” as housing solutions that last for generations; including both for-sale and rental housing models and policies that extend affordability beyond the typical spans of five, ten or 30 years. Our mission aligned models, practices, and policies preserve affordability options for a minimum of 40 years and, whenever possible - in perpetuity.

Through our network members and partnerships, Grounded Solutions exponentially transforms the lasting affordability housing sector in the US. We do that by preserving, producing and sustaining affordable housing with a specific focus on BIPOC, under-invested and marginalized communities. Our key objectives include:

- Cultivating high-capacity housing program operators with strong partners and enabling policy environments that leverage market opportunities to exponentially scale lasting affordability.
- Reducing the national housing supply deficit, which is the major barrier to increasing the number of units with lasting affordability.
- Creating increased baseline understanding of existing lasting affordability field-wide unit portfolios (both homeownership and rental) and the systems required to track progress and demonstrate impact through clear impact metrics.
- Providing field-level leadership to increase housing with lasting affordability program capacity to develop, sustain, and scale.

Grounded Solutions Network is committed to fostering an organizational culture rooted in critical thinking and consciousness about race and class. We seek candidates who are dedicated to achieving racial equity as both a process and outcome. We are committed to building a staff team that is as racially and culturally diverse as the communities that we serve. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

## About the Position

Grounded Solutions Network is searching for a Director of Innovative Finance to join our organization and a team of two for the department. The new Director will be charged with establishing systems, processes, and infrastructure as well as leading the work of Innovative Finance with an eye toward full strategy and execution on key initiatives and overall work planning and budget management for the department. This role will report to the VP of Innovative Finance. The new Director will be leading multiple projects (existing and new) and will be comfortable stepping into our existing initiatives and making recommendations, while creating new systems to help upcoming projects flow more smoothly. We aim to learn quickly from the exciting projects that we have underway and build the systems that will allow us to expand.

As a member of the Senior Leadership Team in an organization focused on racial equity, the Director is expected to come into the role with basic understanding of racial equity values and the humility to join a team committed to continued learning about how the legacy of structural racism shapes housing, community development finance, and all of our industry interactions.

This position requires sound financial and real estate skills and thoughtful application of that knowledge and experience. The role allows for imaginative and inclusive solutions that ultimately build and change the field. This is a call for big thinkers who are ready to do the implementation work.

## Key Responsibilities

This role is the first Director-level role in a new department that has a broad charge and an opportunistic nature. The duties outlined here include most of the anticipated functions, but this position requires someone willing to apply their skills nimbly, be patient with changing circumstances, and have the ability to pivot with strategies as needed.

## Program Strategy, Management, and Contracting

- Manage and support active projects within the department as support to the VP of Innovative Finance and Senior Principal, who act as project leads.





- Respond to support requests from GSN members and peers in the industry related to finance and real estate strategy.
- Lead and/or support capital raise and investor research by managing information flow and retention key information, document and next steps in Salesforce.
- Own and establish infrastructure for departmental data collection, report generation, document distribution, and work with the Research and Policy team to collect necessary data to make real estate acquisition decisions.
- Lead department's contracting needs in collaboration with Operations and interface with Vendors or external contacts, including Asset Management contractors, and others.
- Lead and maintain relationships with local partners around key initiatives.
- Lead grant and proposal writing efforts.
- Other duties as assigned.

### Team Management & Administration

- Hire and manage a Senior specialist who will offer project coordinating support to the department and work closely with the director to execute key department initiatives and tasks.
- Manage external vendors, consultants.
- Identify and establish team processes and infrastructure for better communication, coordination, and knowledge retention.
- Work with Communications Director to ensure Innovative Finance content is represented in the communication calendar, including supporting content generation for distribution.
- In collaboration with the VP of Innovative Finance, create a work plan and manage the department's budget.

### Qualifications for Entry into this Position

- 8 years' experience working in a comparable role with some experience in operations
- Strong understanding of community development finance, commercial real estate, and similar areas.
- Ability to lead and manage multiple projects, practice delegation, and initiate collaboration.
- Extremely detail-oriented and highly organized with a commitment to producing high-quality work.
- Excellent interpersonal skills with the ability to foster effective working relationships, both internally and externally.
- Comfortable managing up and supporting all members of the department in executing high-quality work on time.

- Ability to work successfully in self-directed, virtual environments, including managing evolving projects and timelines and sensitive client relationships under general direction.
- Strong verbal and written communication skills
- Experience using AI tools like ChatGPT in a work capacity, accounting software (e.g. Concur) and customer database software (e.g. Salesforce) are a plus
- Comfortable with iterative processes, constant adjustment, and advancing work with a learning orientation.

## Travel Required

Regular travel as needed to meet with local partners, conduct site visits, attend staff meetings, conferences, and events. Anticipate 8-12 trips per year.

## Location

Remote, flexible location. Grounded Solutions Network has two primary office locations in Oakland, CA, and Washington, DC, with additional staff working from home or co-working spaces throughout the contiguous 48 states. Candidates must have direct local access to a major airport. All staff are expected to demonstrate the ability to work remotely while maintaining high levels of efficiency and productivity and communicating effectively with their direct supervisor and colleagues.

## Starting Salary Range

\$120,000 to \$160,000 annually, commensurate with experience.

Join our team and build your career with us! We offer:

- Supportive, stimulating, and collaborative environment with passionate colleagues dedicated to building community and equity.
- Opportunities for professional growth and development.
- Competitive, comprehensive benefits package including health, dental, matching 401k and paid time off.

This position description is based upon material provided by Grounded Solutions Network, an equal opportunity employer.

To apply for this position, please click [HERE](#).

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Omar Lopez, Senior Talent Consultant

