



Chief Executive Officer

Community Capital New York

Westchester County, NY

Salary: \$225,000 - \$250,000

The Organization

Community Capital New York, Inc. (CCNY) was established in 1989 as part of a United Way task force to fund fair and affordable housing solutions for minority and low-and-moderate income residents living in Westchester County and the Hudson Valley. Since then, CCNY has provided over \$30 million in low-cost, often unsecured pre-development loans and gap financing to foster the creation of over 5,400 affordable homes for 14,000 area residents who earn 80% or less of the area median income.

In 2003, CCNY expanded its operations and began working with entrepreneurs. In 2007, it received SBA certification to offer small business loans as an SBA-preferred lender. Over the last 17 years, CCNY has extended over \$16 million in loans and credit builder products to over 650 racially and ethnically diverse start-ups and existing businesses that have created or retained over 7,000 jobs throughout the Hudson Valley, the Bronx and Fairfield County, CT. Learn more about CCNY's impact [here](#).

A critical part of CCNY's mission is to prioritize lending to people who have faced challenges receiving funding from traditional financial institutions. Specifically, this includes People of Color, women, entrepreneurs with lower incomes, and nonprofit affordable housing developers. However, CCNY's services and loans are available for everyone ready to achieve their business and community revitalization goals.

All loans are paired with free, ongoing guidance, financial coaching, and business training services available in English and Spanish to ensure sustainable results, economic self-sufficiency, jobs for the community, and neighborhood revitalization. The approach of coupling loans with free business support services has led to a four-year business survival rate of 83% for CCNY's borrowers compared to the SBA reported national average of 50%.

Community Capital New York believes in an inclusive and equitable economy where all people can build wealth and contribute to a productive and thriving economy. By providing capital to small businesses in Westchester County, the mid-Hudson Valley and the Bronx in New York and Fairfield County in Connecticut and to affordable housing developers across New York State, CCNY creates pathways to social justice, wealth-building, and resilient neighborhoods.

The Position

CCNY seeks a mission-oriented strategic executive to provide leadership for the organization's continued success. The CEO will be responsible for maintaining the high quality of services to the individuals and communities CCNY supports, while fostering growth in lending programs and developing a high performing internal team. The CEO will directly supervise three direct reports, and oversee ten staff members. The CEO will report to the CCNY Board of Directors, and work closely with the Finance, Audit, and Loan Committees. The ideal candidate will bring a solid understanding of nonprofit finance and lending with demonstrable success leading a small and highly capable team.

Strategic Leadership

Lead CCNY's overall strategic direction to successfully fulfill its mission and oversee all programs and operations, and to that end:

- Inspire, lead, and manage all staff to accomplish CCNY's mission.
- Identify and secure new sources of lending and operating capital.
- Implement and suggest modification of CCNY's strategic plan in collaboration with executive leadership and the Board of Directors.
- Collaborate and communicate with the Board of Directors on all issues related to the effective realization of CCNY's mission. This includes:
 - Quarterly Board meetings.
 - Monthly Executive Committee meetings.
 - Monthly Finance Committee meetings.
 - Bi-weekly meetings with the Board Chair.
 - Preparing agendas, board packages, and reviewing minutes.
- Lead and coach the following direct reports:
 - Chief Lending Officer.
 - Chief Operating Officer.
 - Accounting Manager.

Financial Oversight

- Ensure responsible and sustainable management of CCNY's financial resources.
- Approve all loans:
 - Final approval on loans up to \$75,000, loan modifications and extensions.
 - Approval of loan memos for loans over \$75,000 before presenting to Board Loan Committee for approval.
- Serve as final approval on all disbursements including accounts payable and loan disbursements.
- Oversee and approve all grant applications
- Manage all banking relationships regarding both borrowing and deposit accounts.
- Oversee development of the annual budget and present it to the Finance Committee and Board for approval.
- Review monthly financial statements and oversee financial statements audit.

Community and External Relations

- Proactively represent CCNY and its vision to the broader community.
- Build and maintain a network for relationships with CDFI funders to raise capital and operational funds.
- Collaborate with governmental, nonprofit, and private organizations to form effective partnerships in service of CCNY's mission.
- Represent CCNY on New York State's CDFI Association Board and attend Nonprofit Westchester Meetings.

ROLE OVERVIEW (cont.)

Operations and Systems Management

- Evaluate all internal operational and financial systems, workflow processes, and procedures; identify gaps and implement any necessary improvements.
- Serve as final approval on all contracts.
- Hold responsibility for all legal and contractual obligations of CCNY.
- Manage any legal matters.

THE IDEAL CANDIDATE

The ideal candidate for the Chief Executive Officer position possesses the following competencies:

Financial Acumen Interpreting and applying understanding of key financial indicators to make better decisions.	Strategic Mindset Seeing ahead to future possibilities and translating them into breakthrough strategies.	Builds Effective Teams Building strong teams with a strong identity that apply their diverse skills and perspectives to achieve common goals.
Drives Vision & Purpose Painting a compelling picture of the vision and strategy that motivates others to action.	Operational Insight Applying knowledge of business and operating environment to advance the organization's goals.	Operational Leadership Effectively building formal and informal relationship networks inside and outside the organization.

Additional Qualifications

- Strong background in small business lending and affordable housing with demonstrated knowledge of financial analytic tools and techniques, and expertise in interpreting and managing financial data.”
- CDFI experience is a plus, but not required.
- Demonstrated success raising fund capital.
- Experience successfully building, leading and motivating a small and capable team.
- An ability to build relationships with external partners, comfortable serving as the public face of CCNY to the community.
- Accessible, approachable, and transparent leader; able to delegate effectively while ensuring accountability.
- Superb communication skills.

WHO WE ARE

Work Environment

CCNY has a hybrid work environment. Currently, staff are expected to be in the office at least one day a week.

Our Commitment to Diversity, Equity, & Inclusion

Diversity, justice, and inclusion are key values within CCNY. We are committed to building and sustaining an inclusive, equitable working environment for our staff. We believe every member of our team enriches our diversity by exposing us to a broad range of ways to understand and engage with the world, identify challenges, and to discover, design, and deliver solutions.

COMPENSATION AND BENEFITS

Salary

\$225,000 - \$250,000

Benefits

- CCNY offers health insurance. Depending on the health plan, CCNY either fully funds or pays a portion of the cost of insurance, excluding deductibles and co-pays.
 - For employees who do not enroll in CCNY's health insurance, CCNY funds an annual \$5,000 Health reimbursement Account.
- A 403(b) plan to which CCNY makes the following contribution: the first 3% of gross salary will be matched at the rate of 1:1; the next 2% of salary will be matched at the rate of 0.5:1.
- Employees receive 15 vacation days plus additional sick time annually, on an accrual basis.

TIMELINE AND NEXT STEPS

If you are interested in this position, please [click here](#). All applicants will receive an email confirming receipt of their application.

We encourage candidates of all backgrounds to apply even if you do not meet all of the qualifications outlined above. If you are selected to move forward for an initial screening call, you can expect to hear from us by November.

Sterling Nelson
Talent Consultant
snelson@drgtalent.com

Amichaim Abramson
Partner
aabramson@drgtalent.com

[Submit an application](#)

