MHP is Hiring a Community Development Manager

A trusted expert and leading advocate, Minnesota Housing Partnership has played a key role in advancing affordable housing and community development for more than three decades.

Who We are

We are a team of community developers, researchers, communicators, and policy advocates who work to:

- Strengthen the ability of organizations to build and preserve housing and community assets.

- Provide original research and education resources to generate public support of vital communities and affordable housing.

- Drive efforts to secure the policies and funding needed at the regional, state, and federal levels to advance local housing and community development.
Our Mission
Minnesota Housing Partnership (MHP) strengthens development capacity and promotes systems change to expand opportunity, especially for those with the greatest need. We support, lead, and collaborate with a diversity of partners to stimulate innovation and drive positive impact in affordable housing and community development in Minnesota and beyond.

Our Vision
MHP is actively assisting a wide range of communities to develop the skills and strategies to grow their stock of affordable housing and strengthen their communities. MHP is rated as an exceptional place to work.

Our Impact
MHP has made a significant contribution to shaping, advocating and putting policies in place that led to the development of affordable housing for those most in need. Many communities around the country have learned the skills needed to develop affordable housing and strengthen their communities with support provided by MHP.

Our Principles
- Collaboration
- Innovation
- Racial Equity
- Data-driven Impact
- Solutions for those with the greatest need

Our History
MHP began in 1987, as an informal coalition organizing community groups and nonprofit developers to play an active role in affordable housing. The initial work of MHP focused on informing housing groups of policy and program developments occurring at the state and federal levels. MHP also was a catalyst for increased state funding targeted to addressing the housing needs of low-income people. In addition, MHP helped create the state’s first programs to build the capacity of nonprofit housing providers.

In 1989 MHP incorporated as a member based, nonprofit organization.

Over the years, MHP has developed an effective lobbying arm and advocacy network. MHP has earned the respect of affordable housing supporters throughout the state, as well as government and legislative leaders.

Today MHP continues to support housing for all Minnesotans through capacity building, advocacy, and loans and grants. The organization has a budget of $3 million and a staff of 18.

Our Commitment
Minnesota Housing Partnership is committed to social, racial, gender and economic justice. We strongly encourage Black, Indigenous People of Color, women, LGBT individuals, veterans, and persons with disabilities to apply.
In 1994 MHP became a major provider of technical assistance and financial support to increase the capacity of housing development groups. MHP administers a predevelopment loan program and provides training and operating grants to nonprofit developers.

MHP’s demonstrated capacity to deliver housing programs led to its serving as a funding intermediary for several government agency programs.

We are based in Minnesota, but we provide technical assistance and capacity building for communities throughout the United States.

While MHP works with a wide variety of stakeholders, the focus of our community development work is in rural and native communities.

**Capacity Building**

**Technical Assistance**

Our community development team has more than 100 years of combined experience working directly with communities, regions and organizations to achieve their housing and community development goals. From innovative community planning practices to knowledge of complex federal programs, our expertise helps to create effective — and lasting — collaboration among community leaders.

MHP increases capacity of rural and tribal communities to identify and then address the current and future needs of their community. MHP helps build local knowledge and leadership to attract and utilize resources to address each community’s unique opportunities and challenges, so they are positioned to envision and achieve their own self-identified goals long after their work with MHP concludes.

**Housing Institute**

In many rural communities, there’s a significant gap between the supply of affordable housing and the number of people who need it. The Housing Institute closes that gap through customized curriculum, guided collaboration and capacity building for diverse community stakeholders.

The Housing Institute brings together housing leaders and stakeholders to share their experiences, learn best practices, and develop creative solutions to bring quality affordable housing to their communities.

Over the past six years, the Institute has shown that engaging different stakeholders in truly effective and meaningful partnerships is the key ingredient to completing short-term projects and sustaining long-term relationships that lead to vibrant rural communities and regions.

**Native Community Development Institute**

The Native Community Development Institute supports and strengthens the capacity of Native communities to reach their community development goals through collaborative, self-styled trainings, peer-to-peer workshops, and customized assistance.

With the guidance of MHP, participating Native communities build teams that convene leaders from across sectors to identify and tackle a project that addresses a pressing need in their community. Over 18 months, these teams participate in MHP-facilitated trainings and meet regularly to create a project plan — and receive individualized guidance from an MHP staff member throughout the process.
The Manager Role

Minnesota Housing Partnership is seeking an experienced Community Development Manager who is looking for an opportunity to join a team of national technical assistance (TA) staff and consultants with expertise in a broad array of housing, community development and economic development. This is a varied, exciting role that requires a strategic thinker and a seasoned community development practitioner. This position is an active and participative member of the Community Development team at MHP and reports to the Department Director.

Responsibilities

Technical Assistance Delivery:

- Lead and implement work plans in the areas of community development and affordable housing development, providing capacity building and technical assistance to Native and non-Native communities, governments, and non-profit organizations throughout the State of Minnesota and nationally.

- Assist in the development of programs and projects with communities, including creating and analyzing project development budgets and pro-formas and applying federal and state regulatory requirements.

- Strategize and collaborate closely with other capacity building staff on assignments, including budgets, timelines, recipient needs, contractor deployment, compliance requirements, and outcomes.

- Develop and implement scopes of work, work plans and budgets; oversee consultant contracts, subrecipient contracts and implementation of work.

- Participate in grant applications, Action Plan development, and periodic progress reviews.

Organizational Engagement:

- Actively and positively engage with team responsibilities and organizational responsibilities that further our shared work, understanding and organizational health.

- Actively engage in the deployment of the department’s Race Equity Strategic Action Plan to increase the number of TA work plans that generate equitable outcomes.

- Act as a mentor to staff with less experience; seek meaningful and work plan appropriate opportunities for their engagement.
Requirements

- Extensive knowledge and experience working with federal, state and local government entities as well as community collaborative partners on housing, economic development, community development and workforce housing.

- Knowledge of and ability to effectively work within applicable laws, regulations, policies, procedures, current literature, trends and developments in community/affordable housing development and planning with a focus on under-served, rural and Native communities.

- Knowledge of and ability to effectively work with various grants, programs, and regulatory guidance: USDA, HUD, CDBG, ICDBG, CoC, MHFA, EDA, BIA

- Strong project management skills to guide complex projects.

- Strong contract and budget management skills.

- Ability to be flexible and adapt to short deadlines and a fast-paced environment.

- Effective public speaking, interpersonal, written and oral communication skills.

- Intermediate to advanced skills in MS Office Suite, CRM applications, databases, SharePoint and other cloud functionality.

Education/Training

- Bachelor’s degree in business or public administration, housing management, non-profit administration, public policy, urban/regional planning or related field (or equivalent experience).

- Master’s degree preferred.

- Housing Development Finance certifications preferred.

- Five years’ demonstrated experience in housing, community development, economic development, planning or related field. Experience with Native American and rural communities strongly preferred.

APPLY NOW!

MHP offers a dynamic, collaborative, and flexible work environment, where we value work-life balance, and offer a competitive salary and benefits package.

Candidates with questions please contact Jennifer Hipple at jhipple@strategic-cc.com. In your cover letter (required) please detail your experience working with Native communities and send with your resume to HR@mhponline.org by March 29, 2021.