

Position Profile
Executive Director
National Housing Trust
Washington, DC



The National Housing Trust seeks an Executive Director to provide vision, direction and leadership to an award-winning organization. The Executive Director holds responsibility for NHT's big strategic bets and capital investments and serves as a key spokesperson and visionary for the organization.


The National Housing Trust (NHT) protects, improves, and maintains existing affordable housing so that families of lower incomes can live in good neighborhoods and enjoy opportunities to thrive. NHT seeks a dynamic and passionate leader to advance the organization's mission. Using the tools of real estate development, rehabilitation, finance, and policy advocacy in conjunction with sustainable green practices, NHT is responsible for saving more than 36,000 affordable homes in all 50 states, leveraging more than \$1.2 billion in financing. The position, located in Washington, D.C., is a remarkable opportunity to run a highly successful, entrepreneurial, collaborative, multi-disciplined national nonprofit organization.

NHT is the only national non-profit engaged in housing preservation through public policy advocacy, real estate development, and lending. NHT's innovative real estate development and lending practices support the organization's policy engagement by developing practicable policy recommendations and best practices. NHT's policy practice is based on "think and do." We learn about the issues we advocate in policy through our practical experience in real estate development, our lending practices, and creating energy efficient buildings.

The Organization

NHT was founded in 1986 to advance policies and practices that save affordable rental homes most at risk of being lost from the affordable housing stock, either through deterioration or conversion to more expensive housing. Since its inception, public policy engagement has been NHT's central focus. By influencing federal and state policymakers, and developing strategic partnerships and initiatives with related organizations, NHT has long recognized the value of networking, collaborating and sharing best practices.

In 2001, NHT and Enterprise Community Partners created a nonprofit focused on the preservation of affordable housing through real estate development, NHT-Enterprise Preservation Corporation (NHT-Enterprise). NHT-Enterprise uses the tools of real estate development and finance to provide state and local groups with an experienced development partner and co-owner. In 2014, NHT-Enterprise launched a solar subsidiary, NHT Renewable, to share our knowledge developing and operating solar systems on top of affordable housing



Through NHT-Enterprise's real estate development work, NHT recognized the difficulty nonprofits had in leveraging the essential early money needed to preserve affordable multifamily housing (i.e., due diligence costs, appraisals, energy audits, etc.). To help meet the need of its nonprofit partners, NHT founded a second affiliate, the National Housing Trust Community Development Fund (NHTCDF). NHTCDF provides predevelopment and bridge loans to help nonprofits move quickly to preserve affordable housing, launched a green loan product, and often partners with other local and national loan funds to maximize impact. Subsequently, NHT acquired the Institute for Community Economics (ICE), a community-based land trust lender. Combined, NHTCDF and ICE make up NHT Lending.

Impact

NHT engages in policy work in all 50 states, owns nearly 4,000 units of multifamily housing across 10 state and the District of Columbia, and has preserved and improved more than 36,000 affordable homes through real estate development, lending and technical assistance. NHT Lending has disbursed nearly \$50 million in predevelopment and bridge loans without any defaults, leveraging more than \$1.2 billion. Both NHT-Enterprise and NHT Lending are successful, innovative organizations and contribute both intellectually and financially to NHT's policy engagement.

NHT also focuses on "green preservation" -- urging public and private local, state, and national stakeholders to target their affordable housing investments to promote energy efficiency and transit-oriented development. NHT-Enterprise has deep expertise in incorporating energy efficiency into its development work. NHT recognizes that keeping energy costs low in multifamily housing is critical to maintaining affordable homes for people of lower incomes.

Organizational Structure and Budget

NHT, NHT-Enterprise, and NHTCDF have a combined operating budget of \$7.9 million for fiscal year 2018. Approximately \$1.8 million of this budget is devoted to policy engagement. Policy work is financed by grant funds, interest and dividends from investments, donations from individuals/partners and contributions by NHT-Enterprise and NHTCDF. NHT staff for all entities totals 28 people.

The Executive Director reports to a 13-member Board, which is comprised of leading policy innovators and practitioners in the affordable housing and energy efficiency fields. The Board has quarterly in person board meetings in Washington D.C.



The Position

Reporting to the Board of Directors, the Executive Director provides vision, direction, leadership, deep engagement and management to the organization. This is both an external and internal leadership position for which the Executive Director must be able to move easily in both areas. Day-to-day operations are delegated to others but the Executive Director must keep her or his fingers on the pulse of all business lines, inspire others, foster innovation and share vision, insight, and expertise without micromanaging. The Executive Director holds responsibility for NHT's big strategic bets and capital investments and serves as a key spokesperson and visionary for the organization.

Leadership and Strategic Direction

- Raise the visibility and profile of NHT and its high quality, purposeful work. Lead the development of effective new alliances with government, nonprofit, and private sector partners.
- Build, lead, support, and delegate effectively to a high performing leadership team.
- Maintain and build strong external relationships and partnerships, communication strategies, and alliances across the affordable housing and energy efficiency sectors.
- Ensure that the various lines of business within NHT reinforce and leverage one another and are each strong and mutually supportive in their respective spheres.
- Provide strategic leadership and develop relationships to help diversify funding and create strategies to attract support from the public and philanthropic sectors.
- Work closely with the policy team through public speaking, writing, and policy advocacy to advance the goals of the organization.
- Enhance the capacity of NHT-Enterprise and NHT Lending.
- Maintain a current and working knowledge of significant developments and trends in the fields of affordable housing and energy efficiency.

Manage NHT & Affiliated Entities

- Inspire and retain NHT's highly skilled and dedicated staff.
- Promote an organizational culture that fosters passion for a common mission, innovations and cooperation.
- Maintain and improve the overall administration of the day-to-day affairs of the organization.
- Sustain, enhance and supervise an effective management team and develop appropriate succession plans.
- Manage NHT's resources and ensure compliance with laws and regulations, contractual obligations, policies and proper internal systems and controls.
- Chair NHT-Enterprise Board.
- Assure adequate fiscal controls and accounting of all funds, as well as timely and accurate financial reports to the Board.



Near Term Priorities

- Maintain and expand grant funding for policy engagement.
- Develop and implement a strategy for reducing NHT's dependence on foundation grants.
- Build upon existing working relationships with key national and state partners.
- Work with heads of NHT-Enterprise and NHT Lending to initiate new partnerships and collaborations for expansion of those business lines.
- Raise NHT's profile through development and implementation of enhanced marketing and fundraising strategies.

Experience and Attributes

Ideal candidates for this position will share NHT's deep commitment to housing serving families of lower income; have an understanding of how central energy efficiency is to affordable housing; and a general familiarity with finance. The candidate will have an outstanding record related to inclusion and diversity.

Strong Candidates Will:

- Be a highly skilled and diplomatic team builder with excellent listening skills.
- Be a proven networker with exceptional interpersonal skills and the ability to develop and understand complex relationships that involve a diverse group of stakeholders.
- Possess 10 or more years of senior leadership (preferred).
- Have a working knowledge of, or experience with, affordable housing and/or energy efficiency systems of delivery.
- Be passionate about affordable housing and/or energy efficiency in affordable housing.
- Hold an entrepreneurial interest in innovation, growth, change and profitability.
- Maintain an inspiring, supportive, and inclusive leadership style with a successful track record of motivating and supporting staff.
- Have excellent and persuasive oral and written communication skills.
- Illustrate proven experience with fiscal management, budgeting, fundraising, and operations.
- Bachelor's degree required, Master's preferred.

This position is based in Washington, D.C. We offer a competitive salary and benefits package based on qualifications and experience.

For more information on the organization, please visit www.nationalhousingtrust.org.

To submit a confidential application, email cover letter and resume to: CEOsearch@nhtinc.org.

No phone calls please.