



Community Development Manager

MHP

MHP drives innovative housing solutions through original research, strengthens local capacity for housing and community development across the US, and advocates for equitable policies so that we all have a place to call home. Our mission is to expand housing and community development opportunity for those most impacted by economic and racial disparities by leading collaborative work to promote systems change and grow equitable development capacity.

Job Purpose

Advance community and affordable housing development for rural and Native communities by leading capacity building work plans, facilitating Housing and Native Institute teams, and coordinating the work of other staff and contractors in partnership with community-based teams. Promote and contribute to MHP's mission to expand housing and community development opportunities for those most impacted by economic and racial disparities by leading collaborative work to promote system change and grow equitable development capacity.

Duties and Responsibilities

- Provide technical assistance to nonprofits/project partners, Midwest Native Nations and to the MHP team to launch the HUD PRICE project (DREAM project) to rehabilitate manufactured housing, improve infrastructure to resident owned manufactured housing communities and convert at least one manufactured housing community to a resident owned community (70% of the position).
 - Lead all aspects of the DREAM project planning and implementation processes, in partnership with the MHP Community Development Director, including (but not limited to) environmental clearance compliance, federal procurement policy compliance, program monitoring and reporting, overall development of PRICE policies and procedures and more.
 - Develop and deliver DREAM project trainings to MHP staff, at least 4 selected Native Nation partners and the nonprofit partner CoNorth to ensure all parties are prepared to launch the DREAM project and successfully meet predetermined HUD PRICE objectives for the project.
 - Information about the HUD PRICE-funded MHP DREAM program can be accessed here: <https://mhponline.org/price/>

- Advance community and affordable housing development for rural communities and Native Nations by leading capacity building work plans, facilitating Housing and Native Institute teams, and coordinating the work of other staff and contractors in partnership with community-based teams (30% of the position).
- Collaborate with project developers and stakeholders to assemble financing packages that may include applications for affordable housing loan/grant products available through state housing finance agencies and the federal government, as well as private funders that support affordable or workforce housing development.
- Apply federal and state regulatory requirements to project operating and compliance plans and provide compliance guidance to rural and Native community development entities.
- Lead and implement workplans in the areas of community development and affordable housing development, providing capacity building and technical assistance to Native and rural communities, governments, and non-profit organizations throughout the nation.
- Strategize and collaborate closely with other capacity building staff on assignments, including budgets, timelines, recipient needs, contractor deployment, compliance requirements, and outcomes.
- Oversee consultant contracts, subrecipient contracts and implementation of work

Qualifications

- Minimum of five years' community development experience working in partnership with rural communities and Native Nations.
- Minimum of three years' project management experience.
- Bachelor's degree in community development or planning, public administration or other related social science field. Master's degree a plus. Focus on Native American or rural communities a plus.
- Knowledge of 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.

Work/Travel

- Work from home office with access to high-speed internet (70-85%)
- Engagement Travel (15-20%). Ability to travel for state and national TA assignments which include overnight stays, typically about two to four business days a month with some seasonal variability.

Compensation

- Salary range for a CD Manager: \$85,000 - \$115,000; commensurate with experience and qualifications.

Learn more at <http://www.mphonline.org> : MHP is an equal opportunity provider and employer.