

Massachusetts Housing Partnership Seeks Chief of Public Engagement & Community Support

About Massachusetts Housing Partnership

The [Massachusetts Housing Partnership \(MHP\)](#) is a public non-profit organization that is a major contributor to state housing policy, provides technical assistance for housing and neighborhood development, finances affordable rental housing, and provides mortgage financing for first-time home buyers.

MHP was created in 1985 to foster civic leadership on affordable housing and breakdown local barriers to housing development through effective guidance, advocacy, research, and technical support. Our mission is to pioneer new development and financing models that make more effective use of public resources, are responsive to local needs, promote racial and economic equity and achieve more impact than conventional approaches to affordable housing.

Toward that end MHP has used its hands-on experience at the local level and its expertise in data analysis and policy to propose, develop and implement a significant array of state housing programs, policies, and resources. MHP focuses its efforts in four main areas:

- **Community Assistance** - MHP helps communities build affordable housing and has provided technical assistance in over 330 Massachusetts communities.
- **Rental Financing** - MHP provides long-term financing for affordable rental housing and has provided almost \$1.7 billion in loans and commitments for multi-family rental housing, supporting over 30,000 households in the process. MHP currently services a diverse loan portfolio of approximately \$800 million.
- **Homeownership** - MHP's first-time homebuyer programs, ONE Mortgage and our new program ONE+ Boston, have helped over 24,000 low- and moderate-income families purchase their first home with over \$4.4 billion in below market private financing.
- **Research and Policy** – MHP's Center for Housing Data provides support and leadership in finding solutions to the housing problem statewide.

For more details, read our [performance goals](#) as well as this [summary](#) of MHP's contributions to and innovations in the housing sector. Headquartered in Boston, MHP has \$693 million in assets and an annual net operating surplus of \$5.5 million. The organization engages a talented, diverse staff of 63 who are supported by a seven-member Board of Directors appointed by the Governor.

Opportunity Going Forward

The Chief of Public Engagement and Community Support (CPECS) is a new role at MHP created to further envision and realize the organization's growing influence and impact in the housing and community development sectors across Massachusetts. The CPECS will join MHP at an exciting time in the organization's development – MHP has a strong reputation as a trusted collaborator with wide-ranging expertise and innovative ideas; awareness of the need for affordable housing has never been greater;

unprecedented resources are available to support new initiatives; and MHP has grown significantly in the last three years to lead the implementation of key new housing and community development initiatives.

Reporting to the Executive Director and serving as a member of both the organization's Steering Committee (executive team), the CPECS will direct MHP's community assistance, data and policy, and public affairs teams, including supervision of four key leaders within the organization – the Director of Community Assistance, Director of Public Affairs, Director of Research and Analytics, and Director of Policy. The CPECS will lead MHP's efforts to expand the supply and affordability of housing in the Commonwealth through research and analysis, legislation and public policy, education and training for local officials and community leaders, and technical assistance supporting local housing development. In addition, the CPECS will work closely with the Director of Public Affairs to lead the public awareness and engagement efforts across the full scope of MHP's departments and services.

The CPECS will work out of MHP's office at 160 Federal Street a minimum of 2 days per week. MHP's office days are Tuesdays, Wednesdays, and Thursdays. There may be times when the CPECS may need to be available and work specific hours and/or days, on a weekday evening or weekend day(s) due to organizational needs including but not limited to community events, special project meetings, state-based events, etc.

Desired Credentials/Profile of the Ideal Candidate

- Passion for affordable housing and a deep and demonstrable commitment to MHP's mission and values *required*
- Strong general knowledge of housing policy, affordable housing development and financing, planning and zoning, and fair housing
- Ten or more years of relevant experience in public policy, housing and community development, planning, or a related field (including experience working for or in collaboration with municipal government)
 - Experience and networks in Massachusetts housing sector *is a plus*
- Demonstrated experience working with diverse constituencies to shape and implement affordable housing initiatives at the state or community level
- Senior leadership experience, with the ability to foster internal communication and collaboration that inspires staff and advances MHP's work
- Exceptional staff management skills, with the capacity to recruit, develop, coach, and retain high-performing individuals and teams across a range of functions
- A demonstrated understanding of and commitment to diversity, equity, and inclusion in the affordable housing field
- Proven ability to manage an idea from concept to reality, including envisioning innovative solutions, garnering support from key stakeholders, and overseeing the implementation of high-quality programming
- Excellent written and verbal communication skills, including public speaking and presentations
- Ability to make clear decisions via inclusive, collaborative processes
- Pragmatic leader with strong listening skills who can balance initiative and patience
- Ability to envision and interpret research in ways that serve broader organizational goals
- Proven ability to build and manage effective, collaborative partnerships

- Bachelor's degree required and preference for a master's degree in a related field (e.g., planning, public policy, public administration, business administration) or equivalent knowledge, skills, and experience

Essential Functions and Responsibilities

Strategy and Collaboration

- Develop, refine and implement MHP programs and strategies that foster housing development and affordability across the Commonwealth through information, outreach, advocacy and technical assistance to local officials and community leaders
- Coordinate MHP's efforts on housing policy and community engagement with other state housing agencies and with other collaborators (e.g., Citizens Housing and Planning Association, Massachusetts Association of Community Development Corporations, MassINC), providing leadership on state and municipal land use and policies
- Partner with chambers of commerce, employers, trade or advocacy organizations and other business/civic leaders on programs and initiatives to expand housing supply and affordability
- Support and help shape the research and policy priorities of MHP's Center for Housing Data
- Represent MHP and speak for MHP as needed at public meetings, forums, conferences, legislative hearings and other discussions of housing policy and practice
- Stay abreast of developments in housing policy and practice in Massachusetts and nationally

Leadership and Management

- Direct MHP's community assistance, data and policy, and public affairs teams, including supervision of the leaders of these functions mentioned above.
- Serve as a member of MHP's Steering Committee and Leadership Team
- Participate with senior management in development of annual MHP goals and work with staff to develop team goals and ensure progress in achieving them.
- Participate at bimonthly meetings MHP's board of directors and provide regular reports and verbal presentations to the board as needed
- Manage an annual departmental budget and endeavor to maximize income, manage costs and secure outside funding where appropriate.
- Ensure that programs and initiatives are managed in accordance with MHP policy

Community Support

- Engage with city and town officials and community leaders to provide direction on local housing initiatives
- Acts as an emcee and trainer as needed at the annual Massachusetts Housing Institute and at other community trainings and webinars sponsored by MHP and its collaborators
- Support innovation by community development corporations and other community-based housing nonprofits to improve the existing affordable housing delivery system

Compensation and Benefits

This is a full-time, exempt position with a starting salary range of \$165,000-\$180,000 depending on knowledge, skills, and experience. MHP offers a comprehensive benefits package including generous paid

time off, a retirement plan with employer match, and medical, dental, and life insurances as well as a professional development stipend, first time home buyers' assistance, and tuition reimbursement. For more information about MHP's Recruitment and Compensation Policies, please visit the website linked [here](#).

Travel

Travel throughout Massachusetts will occasionally be expected. Valid driver's license or ability to acquire one and/or reliable means of transportation required.

Work Environment and Physical Demands (with or without an accommodation)

This position operates in an office environment and routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets, and fax machines. On occasion, the job may require attendance at meetings outside of the office.

- Requires close visual acuity.
- Must be able to climb, balance, reach, stand, walk, sit, push, pull, lift, finger, grasp, talk, see, hear, and be capable of repetitive motion.
- Position requires exerting up to 20 pounds of force occasionally and/or 10 pounds of force frequently, and/or negligible amount of force constantly
- Video conference capability
- On occasion, the job may require attendance at meetings outside of the office.

The Americans with Disabilities Act (ADA) defines "reasonable accommodation" as a change or adjustment to a job or work environment that allows a qualified individual with a disability to satisfactorily perform the essential functions of a particular job, and does not cause an undue hardship for the employer

Other Duties

The above is intended to describe the general content of and requirements for the performance of this job. It is not designed as a comprehensive statement of duties, responsibilities, or physical requirements. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time.

Application Process and Additional Information

MHP is an equal opportunity employer and is committed to creating an inclusive environment for all employees. MHP does not make hiring decisions based on age, race, gender, religion, disability, or any other characteristic protected by applicable law.

Candidates must include a resume and a cover letter that describes how their qualifications and experience match the needs and mission of MHP. If taking the job requires a candidate to move to Boston, s/he/they should describe in their cover letter why that is a good fit for them at this time. Applications will be accepted until the position has been filled. Upload required documents to:

<https://eostransitions.applicantpool.com/jobs/>. Eos Transition Partners consultant, Erin Cox, is managing this search. All submissions will be acknowledged and are confidential, and any questions can be submitted to Erin at: ecox@eostransitions.com.