



NORTHERN CALIFORNIA LAND TRUST Consulting Opportunity Announcement

DEVELOPMENT CONSULTANT

SALARY: FTE of ~\$62,000 DOE

HOURS: Estimated 20-24 hours per week for a commitment of at least 8 months

TO APPLY: Please submit a resume and letter of interest to jobs@nclt.org. Details at <https://nclt.org/jobs/>

Applicants selected for an interview will be asked for 3 professional references along with examples of prior work in successful funding applications.

About NCLT: Founded in 1973 and headquartered in Berkeley, the Northern California Land Trust is a Community Land Trust (CLT) that develops affordable housing and community facilities in the Community Land Trust model. We are a small, but complex organization that provides property management, real estate sales and development, and direct housing counseling services to our residents and community partners. <https://nclt.org>

About CLA: The Supportive Housing Community Land Alliance (CLA) is a pending nonprofit organization whose mission is to ease the housing crisis for people living with serious mental illness in Alameda County. The CLA will create and steward permanent affordable housing by maintaining ownership of the land, and the community-driven membership will assure that the homes on this land provide stable, supportive, and successful housing for extremely low-income SMI consumers. <https://shcla.net>

DESCRIPTION:

The Development Consultant will research and coordinate funding and financing opportunities for acquisition, construction, rehabilitation and supportive services for CLT homes, as well as for capacity building.

SCOPE OF WORK:

- In coordination with the real estate development team, research and maintain funding calendar of both capital and operating funding and financing opportunities for projects including public and private sources;
- Research and support revenue generating and planned giving possibilities for the new organization, which could include supportive services to residents and the wider community;
- Support project management staff in the preparation of major project financing submissions;
- Research policy opportunities that might enhance funding opportunities, including preparation of briefing materials for CLA and NCLT team;

- Document opportunities in a manual for the new organization's reference (adapt or create a template for organizing information in a consistent manner).

DESIRED EXPERIENCE:

The ideal candidate will have

- At least 3-5 years of development experience in affordable housing, mental health services and/or supportive housing services;
- Knowledge or desire to learn about the Community Land Trust model;

The ideal candidate will also have

- Experience working in a nonprofit;
- Strong verbal communication skills and evidence of clear writing ability.
- Facility with creating development budgets and pro-formas in Excel (or quick to learn)
- Aptitude for pulling together multiple documents from various sources (e.g. outside vendors) to meet funding application deadlines;
- The ability to work independently;
- Attitude of resourcefulness and taking initiative for problem solving;
- The ability to work together with NCLT staff, CLA project managers, CLA board members and steering committees, partnering groups and organizations, funders, etc.

The position reports to the NCLT Executive Director and CLA Project Manager and will be a core member of the NCLT's Project Development team.

Equal Opportunity Employer: As an organization committed to community led solutions to housing justice and racial equality NCLT provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, along with any and all of other characteristics that make us all unique. We help put this commitment to diversity, equity and inclusion in practice through professional training, flexible work hours, benefits and support for a healthy work-life-family balance.

Link to PDF: <https://tinyurl.com/y49b4ahy>