

WEST HARLEM DEVELOPMENT CORPORATION

POSITION DESCRIPTION

Mission:

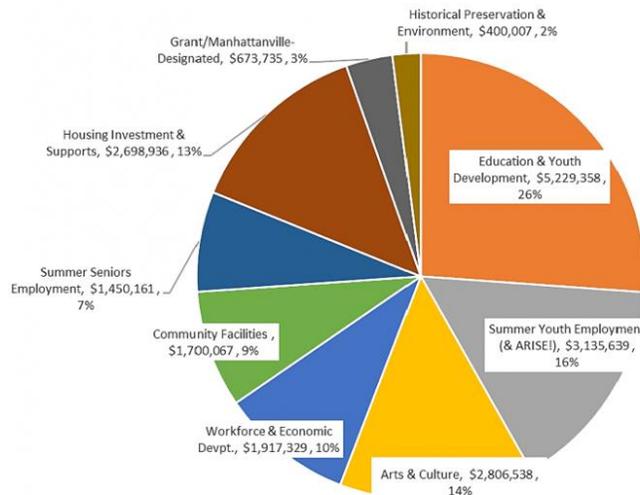
West Harlem Development Corporation (WHDC) is a Delaware incorporated nonprofit organization established in March 2011. The mission of WHDC is to promote increased economic opportunities and quality of life to sustain a vibrant community in West Harlem. WHDC executes this mission by maintaining a unique focus on Manhattan Community District 9 (MCD9) and providing residents with services in education, housing, workforce development, arts & culture, and more.

Background:

West Harlem Development Corporation is a consequence of the 25-year campus expansion project of Columbia University in the City of New York. This educational mixed-use complex that began in 2009 will eventually span 17 acres and will include academic, commercial, cultural, community facility space, and open public space. The integrated teaching and academic research campus would create 6.8 million gross square feet in 16 buildings at a projected cost of \$6.28 billion. To facilitate this significant development, Columbia University signed a Community Benefits Agreement (CBA) on May 18, 2009 with what was then structured as the West Harlem Local Development Corporation (WHLDC). The CBA provides \$150 million in financial commitments on the part of Columbia University.

To date, WHDC has been a model organization that effectively manages the Community Benefits Agreement with Columbia University through organizational collaborations and leveraging of resources to make significant contributions to the lives of the people of West Harlem. The following details the collective impact of WHDC:

WHDC's \$20 million Disbursements for Programs, Grants and Initiatives
2011- 2019



POSITION:

WHDC is seeking to find a dynamic and visionary leader to spearhead the next level of impact for WHDC. With its strong emphasis on West Harlem and MCD9, the next Executive Director for WHDC will ensure that the mission of WHDC is upheld and executed.

Reporting to the WHDC Board of Directors (the Board), the Executive Director will oversee and hold responsibility for all of the programs, activities and relationships under WHDC.

As the primary spokesperson for the WHDC, the President and CEO will need to be charismatic, possess superb communication skills and be a savvy professional who comprehends how to build collaborative relationships with all WHDC stakeholders – the West Harlem community, including CB9M, Columbia University, financial partners, potential donors and political leaders.

Specific qualities being assessed are those of an individual with principled and uncompromising integrity; financial acumen to understand budgets and asset management; pragmatic toughness and ability to persevere through long term projects and challenge; vision and charisma that engages and attracts outside donors seeking to grow the organization beyond the CBA and a passion for Harlem and its residents and the ability to aggressively serve the community.

RESPONSIBILITIES:

- Work with the WHDC Board to develop and implement strategic plan that delineates actions, plans, and targets for short-term and long-term growth and budgets.
- Alongside the strategic plan, executes the policies and operating procedures established by the Board of Directors of the WHDC.

- Oversees all fiscal and management functions of the Corporation including budgeting, managing bank relationships, other lenders, other economic and community organizations.
- Maintains a close working relationship with elected officials, government agencies and other partners for the development of projects that will create amenities, jobs and economic opportunities for Harlem residents.
- Provides policy guidance, leadership and supervision to the Directors of the respective program areas with respect to planning and executing all projects and programs of the Corporation.
- Leads outreach and solicitation to build awareness of WHDC and target potential donors who support the mission of WHDC.
- Participates actively in the selection of WHDC grantee awards and programming.
- Promote teamwork and provide leadership, direction, supervision and support to a committed and talented senior staff while empowering them to enhance programming.

QUALIFICATIONS:

- Extensive and successful experience in a senior management position with direct responsibility for administration, program, budget and board functions for organizations with substantial size and complexity.
- Previous experience in community economic development fields, e.g. real estate, job creation programming and urban planning, with a proven track record of creating substantial equity and negotiating major deals.
- Knowledge of federal, state, and local funding programs with impact on community and economic development.
- Successful experiences in building collaborative teams of financial institutions, community organizations and government agencies to promote economic development.
- A demonstrated track record in engaging effectively with staff at all levels and Boards of Directors to maximize outcome.
- An advanced degree in business, public administration or urban planning preferred.
- Residency in MCD9 preferred.
- A passion for Harlem and its residents and the ability to aggressively serve the community.

COMPENSATION:

An attractive and competitive compensation package will be available.
Compensation commensurate with experience.