

Position: Executive Director

Organization: Suncoast Community Capital (SCC)

Reports To: Board of Directors

Location: Bradenton, FL

Website: <http://www.suncoastcommunitycapital.com>

Agency Overview: SCC's mission is to empower low income people and communities to achieve financial independence through entrepreneurship, workforce readiness, asset development and facilitated investment.

History

Suncoast Community Capital (SCC) was created in 2009 by the City of Bradenton Central Community Redevelopment Agency (www.bradentonccra.com). The CCRA envisioned a regional non-profit that could leverage local resources to maximize the power of a shared services platform that was stronger than the segmented services each municipality could mobilize separately. SCC's board of directors formulated a vision of a non-profit Community Development Corporation (CDC) and Community Development Financial Institution (CDFI) that would 1) be a regional economic development organization serving Manatee and Sarasota Counties; 2) mobilize and pursue resources not available to public agencies; 3) deliver diverse, high quality economic and asset development services to low-income individuals and communities; 4) provide business loans to a population that is not served by traditional financial institutions; and 5) provide support for and initiate economic, housing, and commercial development in low-income communities. SCC also works closely with CareerEdge Funders Collaborative (<http://www.careeredgefunders.org/>) to provide asset-building and unemployed worker training to individuals in the Bridges to Careers program.

Quick Facts

SCC produced the following notable outcomes through several collaborations:

- Job Opportunities for Low-income Individuals (JOLI) - SCC took the lead in preparing a grant with the Manatee Community Action Agency as the lead agency and SCC as a major subcontractor—it was one of 8 proposals awarded grants. 38 clients were served, through this program—12 credit rebuilding plans were developed, 21 business plans were created, 15 microloans were approved, 17 businesses were started, and 15 jobs were created.
- Business Coaching and Lending Programs - 20 businesses through the Kauffman UEP program.
- Main Street Capital Service - In 2012, this program that serves individuals with low to moderate income above the federal poverty line, served a total of 135 clients—46 credit rebuilding plans were developed, 61 business plans were completed, 12 microloans were approved, 14 businesses were started, and 11 jobs were created.
- Free Tax Prep - 507 low-income working families served through the IRS VITA Program in 2012 and 2013, increasing the number of returns prepared by 35% in 2013.

- Bridges to Careers - 480 people were served, as of October 2012 through this workforce training program for low-skill, unemployed job-seekers, with an 81% job placement rate. SCC took over operation of it, from CareerEdge, in March 2013.
- SCC is the major subcontractor on the CDFI Fund Resource Center grant application with the low-income designated, CDFI, Manatee Community Federal Credit Union.

Position

SCC has been successful in providing entrepreneurial training, but it is undergoing a business transformation as it seeks to achieve all of the four goals in its mission. SCC is seeking a dynamic leader that can lead the organization to the next level. The Executive Director will:

Leadership

- Produce meaningful and measurable objectives for business development
- Communicate performance metrics to Board of Directors on a regular basis
- Review and identify organizational strengths, weaknesses, and capability gaps and develop a realistic plan to build and enhance capabilities to align the organization with clear roles and responsibilities
- Provide leadership in refinement and execution of the organizational vision
- Continue to build strong collaborative relationships and strategic partnerships with organizations in the region
- Oversee and / or execute research studies that clarify and focus SCC's work on areas of greatest needs and opportunities
- Develop programs to execute the vision of SCC
- Oversee the development of and high performance of programs
- Understand and articulate the vision of the organization and help it pursue its self-interests in relationships with and to other partner organizations

Management

- Recruit, hire, and supervise staff
- Lead the marketing of SCC to potential clients, the larger community, and funders
- Actively engage and energize volunteers, board members, committees, partnering organizations, and funders
- Sustain, develop, and support a strong Board of Directors as partners and volunteers, and serve as ex officio of all committees.
- Ensure that the board is kept fully informed on the condition of the organization and critical factors influencing it
- Recommend timelines and resources needed to achieve strategic goals
- Ensure ongoing local programmatic excellence, rigorous program evaluation, and consistent quality of finance and administration, fundraising, communications, and systems
- Develop systems that will enable programs to operate effectively and provide the basis for the evaluation of the program outcomes

Fundraising

- Lead fund-raising activities
- Demonstrate a track record of fundraising from local, state, and federal sources and cultivating funder relationships

Qualifications and Experience

The SCC Board is seeking innovative economic and community development professional candidates with relevant professional experience in the CDC industry. Applicants should have experience leading and developing high performing projects and teams. Must have demonstrated success in nonprofit or for profit business growth strategies. Applicants should possess knowledge of national, regional, and local funding trends that impact the SCC business model. A bachelor's degree is required, and an advanced degree or fellowship in a related field is preferred. Applicants should be:

- Principled and deeply committed professionals
- Skilled administrator/manager of people, programs, and relationships
- Effective fund-raiser from diverse public and private sources (grant-writing, donor campaigns, fundraising events); capable of developing and maintaining financial sustainability
- Focused on delivering program and project performance/outcomes
- Astute in developing effective and innovative economic development approaches/strategies, with a strong background in economic and business development with complex financial deals
- Experienced working with a board of directors
- Experienced in long and short-term financial planning and budgeting
- Experienced with microenterprise development and / or microlending
- Experienced managing a CDC and / or CDFI

Personal Competencies

- Sound strategic leadership skills and demonstrated success at developing talent and teams.
- Strong business acumen; quantitative and financial analytic capabilities required.
- Demonstrated leadership performance in positions of increasing responsibility.
- Entrepreneurial, enterprising and creative.
- Resourceful in developing critical business solutions with partner organizations.
- Temperament and demonstrated ability required to deal effectively with people of different philosophies, political views, backgrounds and cultures.

Compensation

Salary negotiable, contingent upon experience. Comprehensive benefits package.

Application Process

Interested applicants should apply by mail, email or fax by August 3, 2013 to:

Suncoast Community Capital
Attn: Governance Committee
302 Manatee Avenue East, Suite 308
Bradenton, FL 34208
Phone: (941) 744-2666
Fax: (941) 744-2380
Email: sccinfo@suncoastcc.com