

## Chief Executive Officer

NeighborWorks® Lincoln

Lincoln, NE

- \$105,000 to \$135,000 Yearly
- Vision, Medical, Dental, Paid Time Off, Life Insurance, Retirement
- Full-Time

**Position Summary:** Are you a dynamic leader with a passion for community development and affordable housing? NeighborWorks® Lincoln is seeking a visionary CEO to drive our mission, vision, and values while ensuring long-term financial stability. As the CEO, you will oversee all organizational activities, hire and develop team members, and plan for financial growth. This role demands a strategic mind and a public face dedicated to building relationships with key stakeholders.

**Key Responsibilities:**

### Board Governance:

- Collaborate with the Board President to prepare agendas and attend monthly meetings.
- Provide the Board with information to guide decision-making and policy formation.
- Regularly report on organizational progress, financial status, and areas of concern.

### Financial Oversight:

- Prepare and submit the annual budget for Board approval.
- Manage within the approved budget, working with the COO to track financial progress.
- Identify and address budget challenges, approve purchases, and sign checks.

### Diversity, Equity, and Inclusion:

- Champion racial equity, inclusion, and community empowerment in all initiatives.

### Team Leadership and Talent Development:

- Inspire staff with a culture of collaboration, innovation, and excellence.
- Mentor and develop team members to maximize their potential and effectiveness.

### Grants Oversight:

- Ensure sustainable grant income.
- Delegate grant writing and reporting tasks.

### Operations

- Oversee efficient organizational operations and delegate daily operational management.

### Professional Development

- Enhance your professional and technical knowledge base through workshops, networking, and participation in professional societies.

### Program Oversight:

- Ensure effective and efficient program management and implement annual operation plans in collaboration with the COO.
- Delegate daily program management to appropriate director-level positions.

### Reporting to Partners

- Complete and submit all necessary reports to the partners, delegating tasks as needed.

### Risk Management

- Understand and oversee organizational risk management, delegating reporting tasks appropriately.
- Oversee the delegation of reporting tasks to the appropriate team members.

### Resource Development

- Focus on financial sustainability by developing individual and corporate donors.
- Communicate resource development strategies and solicit donations.

### Stakeholder Relations

- Represent NeighborWorks® Lincoln at community functions, partner meetings, and City Council meetings.
- Maintain positive relationships with key City of Lincoln partners and develop a network of service providers and community partners.

### Advocacy and Public Relations

- Advocate for policies aligning with the organization's mission and vision,
- Coordinate public relations efforts with the Development Director.

### Strategy and Planning

- Work with the Board to prepare long-range strategic and business plans.
- Collaborate with the COO on strategic planning and annual operating plans.
- Ensure the strategic alignment with the organization's mission and vision.

### Qualifications:

- Passionate commitment to community-based development and engagement.
- Inspirational leadership with the ability to manage competing demands
- Experience growing enterprises with limited resources.
- Understanding of nonprofit legal and tax requirements.
- Strong quantitative, written, and oral communication skills.
- Proficiency in Microsoft Office (required) and Google Workspace (preferred).
- Bachelor's degree preferred or equivalent combination of education, and experience.
- Belief in the power of affordable housing to stabilize families and advance neighborhoods.
- Commitment to a more inclusive and equitable Lincoln.

Why NeighborWorks® Lincoln? Join a team where your leadership makes a tangible impact. At NeighborWorks® Lincoln, you will find a supportive and collaborative environment dedicated to making a difference in our community. Your role as CEO will be pivotal in driving our mission forward and creating lasting change.

Application Process: Ready to lead NeighborWorks® Lincoln to new heights? Submit your resume and cover letter detailing your experience and vision for a future with NeighborWorks® Lincoln to Kylie Ensrud, [kylie@behumanize.com](mailto:kylie@behumanize.com).

NeighborWorks® Lincoln is an equal opportunity employer committed to diversity and inclusion. We encourage applications from all qualified individuals.