

## Vice President of Policy & Advocacy Job Description

### Background

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Cleveland Neighborhood Progress was established in 1988 as a community development intermediary that supports the development of neighborhoods in Cleveland Ohio. Neighborhood Progress catalyzes impact in Cleveland neighborhoods through a direct working relationship with Community Development Corporations (CDCs) as a funder, advocate, convener and facilitator, as well as through its own programming and projects. Neighborhood Progress also interacts with local, state and national stakeholders in the community development industry at the cutting edge of innovative policy development related to the planning and implementation of urban growth initiatives.

CNP is at the end of a five-year strategic plan and will be embarking on a new planning process in 2021.

### Responsibilities

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The Vice President of Policy & Advocacy is a member of the Senior Team and reports to the President/CEO. As policy development and advocacy are integral elements of community and economic development and the Neighborhood Progress mission, the Vice President works closely with the leaders of each major Neighborhood Progress strategic goal (CDC Advancement, Economic Opportunity, and Placemaking).

The development of a neighborhood agenda in collaboration with CDCs and other neighborhood stakeholders will be the first priority of this position. The VP of Policy & Advocacy will work with other housing partners to translate the neighborhood agenda into a policy platform for consideration during the 2021 and 2022 local election cycles. The policy platform will then be translated into an ongoing legislative agenda.

The key responsibilities of the Vice President are as follows:

#### **Policy**

Goal: Proactively support the development of policies supportive of community & economic development in Cleveland. Maintain a working relationship with elected officials and the governmental staff in legislative and administrative positions.

Be a leader in policy development efforts among the stakeholders with which Neighborhood Progress collaborates, including major grant making organizations and other citywide, regional and national thinkers in the community and economic development arena.

- Develop policy initiatives that support the strategic interests of CDCs and the Neighborhood Progress Strategic Plan.
- Monitor the national community and economic development conversation and represent Neighborhood Progress' views and goals in national forums.
- Develop public funding priorities that support community and economic development in Cleveland neighborhoods.
- Staff Neighborhood Progress Policy & Advocacy Committee

## **Advocacy**

Goal: Inform and advocate for public policies and funding that support Neighborhood Progress' priorities and strategic goals.

- Advocate for CDC's and Neighborhood Progress' strategically related policy initiatives before City, County, State and Federal policy makers.
- Support efforts to bring government funding into community development in Cleveland.
- Establish collaborative relationships and strategic alliances with interested parties in support of the successful adoption of policy initiatives.
- Build upon and strengthen alignment of policy with the City of Cleveland administration, cabinet-level staff, key departments (Community Development, Economic Development, Building & Housing, and City Council).
- Publicly promote strategic public policies that support Neighborhood Progress and CDC work.

## Qualifications (minimum)

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- Three to five years direct or comparable experience with development or execution of public policy related to community and economic development at the local, state or national level.
- Demonstrated experience as a liaison to government officials and/or as a senior manager at a public institution.
- Interest in and passion for addressing a history of racist policies which have disadvantaged people of color and neighborhoods where they have been left behind.

## Ideal Candidate Characteristics

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- Five to seven years of experience in leadership positions related to community and/or economic development.
- Three to five years of experience in racial equity and inclusion related leadership position(s).
- Direct experience in the organization of economic growth initiatives such as community finance, real estate development, infrastructure planning, business attraction and retention strategies.
- Experience communicating policy positions and strategies related to community and economic development.
- Demonstrated success in managing critical components of complex organizations.

Please send all resume material to Toni White, [twhite@clevelandnp.org](mailto:twhite@clevelandnp.org). Position open until filled.