



**Strengthening
nonprofits and
the communities
they serve.**

Sharing a mission of change
SINCE 1988 CELEBRATING 30 YEARS

Illinois

333 South Wabash Ave.
Suite 2800
Chicago, IL 60604
312 629 0060

Indiana

The Platform
202 East Market St.
Indianapolis, IN 46204
317 860 6900

Michigan

3011 West Grand Blvd.
Suite 1715
Detroit, MI 48202
313 309 7825

Missouri

911 Washington Ave.
Suite 203
St. Louis, MO 63101
314 588 8840

3105 Gillham Road
Kansas City, MO 64109
816 335 4200

Ohio

500 South Front St.
Suite 125
Columbus, OH 43215
614 484 1811

Wisconsin

215 North Water St.
Suite 225
Milwaukee, WI 53202
414 563 1100

IFF Position Description

Title:	Lead Developer
Reports to:	President, Social Impact Accelerator
Department:	Development – Social Impact Accelerator
Department Function:	IFF's Development conceptualizes, evaluates, designs, and implements innovative and transformational community development projects and initiatives in key metropolitan areas in the Midwest as a development consultant and, in some cases, as owner. The Development team is part of IFF's Social Impact Accelerator Group which is a cross-cutting team that sits at the nexus of nonprofits, communities, and IFF talent, and expertise. The SIA Group provides thought leadership and expertise to drive corporate strategy across markets and Core Business Solutions, leads IFF's work in comprehensive place-based solutions and special initiatives, evaluates IFF's work for nonprofits and communities, and implements internal IFF initiatives. The Group includes Research and Evaluation, Talent Management, Development, and Vital Services.

The Organization

IFF improves the world by strengthening nonprofits and the communities they serve. As a mission-driven lender, real estate consultant, and developer, IFF helps communities thrive by creating opportunities for low-income communities and persons with disabilities. Key to our success has been a deep sense of purpose, a broad perspective, and a relentless focus on achieving positive results. Across the



**Strengthening
nonprofits and
the communities
they serve.**

Sharing a mission of change

SINCE 1988

CELEBRATING 30 YEARS

Midwest, we help clients from every sector, including human service agencies, health centers, schools, affordable housing developers, and grocery stores.

Staff contributes its extensive business experience with an unrivaled connection to the mission of IFF and the nonprofit clients it serves. IFF is looking for candidates with a commitment to the work it does and can demonstrate their creativity, detail-orientation, diligence, efficiency, enthusiasm, flexibility, organization, thoughtfulness, and sense of humor.

Basic Job Function

The Lead Developer is responsible for conceptualizing, planning, structuring, organizing, implementing, and then evaluating IFF's proactive real estate development business, including business development, relationship development, executive oversight of projects, and financial management. The Lead Developer works collaboratively with all parts of the Social Impact Accelerator Group, Real Estate Services, Capital Solutions, Asset Management, Resource Development, and Finance team members to coordinate initiatives in innovative and collaborative ways to solve community development challenges.

Duties and Responsibilities:

1. Serves as Project Executive on the conceptualization, planning, structuring, organizing, implementing and thoughtful evaluation of IFF's development initiatives.
 - a. Originate, structure, and execute on thoughtful, innovative and integrated development opportunities connected to IFF's broader work in full collaboration with internal team(s).
 - b. Lead thoughtful evaluation of prospects including recommendations on delivery mechanism, IFF role, equity investment, connectivity to vital services priorities and broader IFF work, research and evaluation, and make go no-go recommendations.
 - c. Work with team to identify appropriate community engagement role, using an equity IFF framework lens, and thoughtfully and successfully structure an approach.

- d. Act as Project Executive to deliver projects on time and on budget and successfully identify and assemble internal human resources, manage hand-off to Asset Management and frame post-completion lessons learned, development feedback loop, and research and evaluation questions.
 - e. Maintain and analyzes internal financial data for planning purposes and monitor financial results of projects during and post development on a quarterly basis.
- 2. Identify key research and evaluation questions for further consideration. Codify lessons learned and develop Intellectual Property for internal and external benefit.
 - 3. Develop and maintain internal and external relationships to grow work.
 - 4. Facilitate meetings with clients, make presentations, and represent IFF at meetings, presentations, and events.
 - 5. Prepare regular reports for senior management including equity and risk management committees and prepare written materials on projects for other internal and external presentations.
 - 6. Performs other duties as assigned.

Performance Measures:

- 1. Successful completion of projects according to goals set forth for each project including schedule, budget, community engagement, and internal team assembly and oversight.
- 2. Thoughtful and judicious approach to project evaluation at go, no-go junctures with intentional integration of lessons learned.
- 3. High satisfaction on IFF team evaluation and client surveys.



**Strengthening
nonprofits and
the communities
they serve.**

Sharing a mission of change

SINCE 1988

CELEBRATING 30 YEARS

4. Demonstrated commitment to project evaluation and feedback loop.
5. Longer term financial performance of portfolio owned and held by IFF.
6. Internal and external meetings and interactions are facilitated, organized, and managed in a meaningful and productive manner with positive, productive relationship management.
7. Demonstrated ability to problem solve and innovate
8. Written and oral presentations are clear, well organized, comprehensive and persuasive. Appropriate supporting material and visual aids are well utilized and enhance the presentation.
9. Cultivates a culture of openness in information sharing. Encourages open communication, cooperation, and the sharing of knowledge.
10. Models personal accountability that promotes ownership and engagement.
11. Builds and maintains effective working relationships with colleagues, peers and team members measured by high satisfaction on IFF team evaluation and client surveys.
12. Values and supports differences in others, contributing to an inclusive work environment. Demonstrates the ability and willingness to communicate effectively with people of diverse backgrounds and experiences to create a collaborative, collegial, and caring community.

Position Qualifications:

Education: Bachelor's degree required preferably in business, finance, community development, planning, or public policy. Advanced degrees preferred.

Previous Experience: Minimum of ten years' experience in economic, community and/or real estate development. Direct real estate and/or community development project management experience. Demonstrated analytical and strategic skills with ability to plan, manage, and implement multiple projects. Deep understanding of

finance and lending with proven ability to structure complex capital stacks. Ability to effectively manage projects to budget and within specified schedules.

Special Knowledge & Skills:

1. Excellent interpersonal skills.
2. High level written and oral communication and presentation skills.
3. Proficient computer software skills, including spreadsheets.
4. Ability to think creatively about problems.
5. Ability to work in and with all communities across the Midwest, and ability to represent the interests of the IFF at all levels of government and with community and civic leadership.
6. Network of contacts with nonprofit agencies or leaders a plus.

Unusual Requirements: Travel is required. The role may require occasional evening and weekend work. The Lead Developer may visit abandoned buildings and vacant lots for full inspection/due diligence and visit active construction sites.

Application Instructions: Please submit a cover letter, resume and salary requirements to careers@iff.org with “Lead Developer” in the subject line.

IFF values equity, diversity and inclusion as part of its mission to strengthen nonprofits and the communities they serve. IFF is an equal opportunity employer.