



Strengthening nonprofits and the communities they serve.

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Illinois

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Suite 2800
Chicago, IL 60604
312 629 0060

Indiana

One Indiana Square
211 North Pennsylvania St.
Suite 2375
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

4177 Broadway Blvd.
Suite 100
Kansas City, MO 64111
816 335 4200

Ohio

172 E. State St.
Suite 203
Columbus, OH 43215
614 484 1811

Wisconsin

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

IFF

Position Description

Title:	Senior Vice President, RES
Reports to:	President, Core Business Solutions
Department:	Real Estate Solutions (RES)
Department Function:	The Real Estate Solutions Department provides a wide range of real estate consulting and development services to help assist nonprofits with the planning, design, and construction of facilities, including project financial feasibility, facility condition assessment, site search and due diligence for property development, and owner’s representative services both internally and externally. RES collaborates with broader IFF cross-function, programmatic efforts to build nonprofit capacity in targeted sectors and mission-related initiatives.

The Organization

IFF strengthens communities by supporting nonprofits and the people 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 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 commitment by leading the department with a vision towards impact in multiple markets with unique qualities across the Midwest.



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Our staff of over 100 professionals work from our Chicago headquarters, and six regional offices across the Midwest: Indianapolis, IN; Detroit, MI; Kansas City, MO; St. Louis, MO; Columbus, OH; and Milwaukee, WI.

Core Job Function

The SVP of RES leads the strategic growth of the RES department to support the financial and impact goals of IFF. The SVP accomplishes this goal by leading RES staff who serve as trusted advisors through delivery of thoughtful, creative, and effective real estate solutions that serve the needs of our nonprofit clients; running the consulting business in a financially efficient and effective manner; coordinating efforts with other IFF departments to deliver comprehensive real estate based solutions; promoting racial and economic equity in project and department work; being a strategic partner with regional Executive Directors, the Development Team and Social Impact Accelerator, RES market leads and the Marketing Department to create department goals and drive resources to local real estate opportunities; reinforcing and renewing the department vision to broaden community impact; and developing and allocating sustainable resources for the department to execute professional-quality consultancy-based work.

Job Duties and Responsibilities:

1. **Lead Delivery of Real Estate Consulting Services**
Through leading by example, participation in project work, regular staff training, and knowledge sharing, sustain IFF's commitment to delivering impactful real estate consulting services and strategic solutions for clients. The SVP will model and encourage a culture of learning and collaboration, and support collective, individual, and peer-to-peer training. She/He will foster an innovative culture that will position RES to meet clients' needs where they exist. The SVP will promote regular engagement with clients to assess the impact of the work, to ensure that customer expectations are being met, and provide feedback to the department.
2. **Maximizing Impact by Sector and Community**
Co-Develop and implement cross-functional initiatives with the Executive Directors, Programs & Initiatives, Development, RES Market Leads, Directors, and outside organizations and partners to extend impact more deeply within



a sector or community. The initiatives will develop deeper knowledge in cohorts of nonprofits around the planning, design, construction, and operation of facilities for the purpose of delivering impactful services to the community.

3. **Promote Racial Equity, Diversity and Inclusion**
Lead RES efforts to promote equity, diversity and inclusion in internal and external actions. Within project work, the SVP will oversee the implementation of Anti-Racist Anti-Oppressive (ARAO) planning, design, and construction-related processes to promote equitable distribution of resources in IFF markets by broadening access to the decision-making process as well as equitable procurement practices. Within RES, the SVP will dedicate department resources to dialogue, training, and planning around Equity, Diversity, and Inclusion.
4. **Leveraging and Aligning IFF Resources**
The SVP will develop broad and specific measures to increase the effectiveness of the department within IFF and in RES' markets. The SVP will facilitate collaboration across multiple IFF departments to utilize the full resources of the organization for individual clients as well as nonprofit sectors. In addition, the SVP will help ensure each staff member has a professional development plan that provides continual educational and training opportunities to enhance the capabilities within the department. The SVP will also help ensure the department has an on-going recruitment plan to help "build the bench."
5. **Department and Regional Impact Planning**
Facilitate a collaborative planning process to determine how department resources will be deployed at an organizational and regional level. On an annual basis, the SVP leads department process to review current work and project future needs to define opportunities with the greatest potential impact. Within each region, the SVP works alongside IFF leadership to define how IFF and RES goals will be applied within specific geographies in a meaningful and sustainable manner. The SVP will help ensure Executive Directors and market leads have the resources to implement regional market plans.
6. **Developing and Allocating Department Resources in an Equitable Manner.**
The SVP will help ensure the consulting business achieves its sustainability



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goals and provides sufficient resources to achieve departmental and market goals. Efforts include developing annual revenue goals for professional fees, interdepartmental work, and program initiative funding. The SVP works with directors throughout the region to allocate staff time and departmental support to complete the project work and initiatives in a timely, efficient, and effective manner.

7. Serve on IFF's Senior Management Team and bring a "One IFF" approach to that table.
8. Assume and execute additional responsibilities as required.

Performance Measures:

1. Ensure that RES departmental and market-specific impact objectives are met on an annual basis.
2. Achieve and maintain the highest quality of work product and level of excellence for both internal and external clients, as evidenced by referrals, repeat business, and highly favorable feedback through client surveys.
3. Ensure that RES financial objectives are met on an annual basis.
4. Achieve and maintain a trusted working relationship with all internal and external clients, partners and team members in the development and execution of contract and project efforts.
5. Ensure RES staff are managed with a balanced approach to impact and departmental financial expectations, and personal and professional development activities in order to maintain a challenging and satisfying work environment which supports long-term employee retention.
6. Provide a leadership model which promotes a culture of trusted relationships among peers and colleagues of which includes thoughtful, open communication, cooperation, respect for diverse opinions and perspectives, an openness to share information and knowledge, and offer and receive complementary and dissenting views.



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7. Models personal accountability that promotes ownership and engagement.
8. Values and supports differences in others, contributing to an inclusive, equitable, and diverse 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: Master's degree or equivalent experience in urban planning, architecture, economic development, business, or related field required; undergraduate degree or equivalent experience preferably in urban planning, economic development, business or a related technical discipline.

Previous Experience: A minimum of 10-15 years of managerial experience in real estate-based community development, real estate consulting or real estate development. Specific experience in one or more nonprofit sectors including public education, early childhood education, the arts, affordable/accessible housing, and economic development considered to be a plus, as is experience in the Midwestern communities that IFF serves.

Special Knowledge & Skills:

1. Comprehensive and multidisciplinary knowledge regarding real estate and real estate development, including but not limited to real estate finance and project accounting, real estate transactions and due diligence, government funding sources and regulations, facility design and construction, as well as general mastery of the overall real estate development process.
2. Proven experience in leading teams to achieve goals and demonstrated ability to work in collaboration with other executives, staff and functions.
3. Significant experience in working with and directly managing a diversity of professional staff in order to blend skill sets, coordinate objectives and provide impact-focused and efficient project execution.



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4. Excellent written and oral communication skills, with considerable experience in writing and presenting strategic and technical information with respect to real estate consulting.
5. Familiarity with design and construction practices and procedures, specifically related to sectors of nonprofit uses such as schools and early education, health centers, human services, accessible housing, and other uses as contemplated.
6. Significant experience working with analytical and financial accounting, specifically in relation to real estate transactions, facility operations and project budgeting.
7. Self-sufficiency with Microsoft Office Suite software applications. Experience with project management software, such as Microsoft Project, is preferred.
8. Demonstrated understanding of and commitment to the nonprofit sector through employment, volunteerism or other activities is desired.

Travel Requirements (10%-20%):

1. Overnight travel throughout the Midwest region required
2. Occasional inspections and visits to vacant properties, project construction sites and other related facilities may also be required.

Application Instructions: Please submit a cover letter, resume and salary requirements to careers@iff.org with “Senior Vice President, RES” 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.