



LOUISIANA
**FAIR HOUSING
ACTION CENTER**

LEADERSHIP PROFILE

Executive Director

Louisiana Fair Housing Action Center | New Orleans, LA





ORGANIZATIONAL OVERVIEW

The Louisiana Fair Housing Action Center (LaFHAC) is the only fair housing advocacy organization in Louisiana and has been fighting housing discrimination and its segregative effects for nearly 30 years. LaFHAC has recovered hundreds of millions of dollars for Louisiana homeowners and renters and expanded housing choice for thousands of residents. LaFHAC addresses housing discrimination by 1) educating housing consumers and property owners about fair housing laws; 2) investigating fair housing violations and providing legal representation to victims of housing discrimination and people facing eviction; 3) advocating for policies that promote equitable housing access; and 4) preserving wealth and promoting favorable outcomes for families through provision of U.S. Department of Housing and Urban Development-certified foreclosure prevention and other housing counseling services; LaFHAC serves all Louisiana residents, with a focus on those who are most vulnerable to housing discrimination, particularly people of color, families with children, female-headed households, low-income homeowners and renters, persons with Limited English Proficiency, and persons with disabilities.

OUR OPERATIONS

Enforcement: LaFHAC's enforcement staff investigates complaints of discrimination and conducts regular investigations of the housing market to understand and advocate against discriminatory trends. Attorneys on staff provide free legal representation to people who have experienced housing discrimination, as well as to renters in New Orleans who are facing eviction.

Education and Outreach: LaFHAC's education and outreach staff inform thousands of people every year of their fair housing rights and obligations through first time homebuyer classes, the annual *Fit For a King* conference, and talks with students, neighborhood associations, local officials, property owners and managers, and volunteers. LaFHAC produces public service announcements, fair



housing workshops and trainings, and partners with other nonprofit organizations and service providers to reach populations especially vulnerable to housing discrimination.

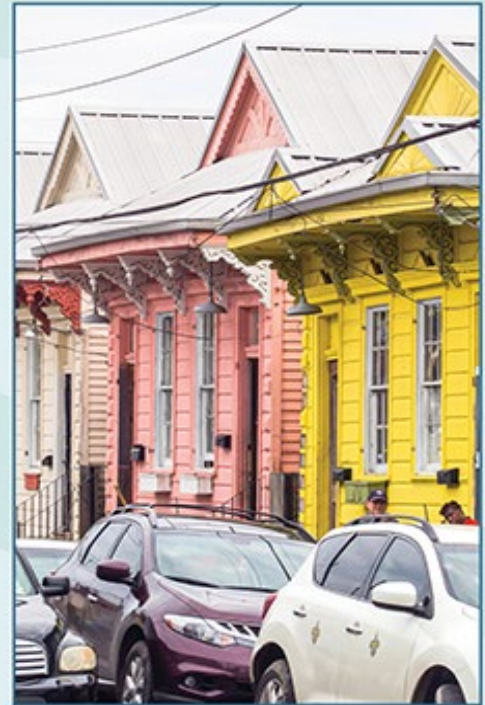
Policy Advocacy: LaFHAC's policy advocacy efforts have contributed to opening thousands of housing units to residents across the state, and to passage of statewide laws benefitting LaFHAC's client population.

Housing Counseling: LaFHAC's Homeownership Protection Project has worked with hundreds of mostly Black and brown families facing foreclosure, and through interventions with lending institutions, has achieved results that keep families in their homes and preserve a major wealth-building tool. Further, LaFHAC's foreclosure prevention efforts have helped residents recover and rebuild in hurricane-impacted areas of South Louisiana and Mississippi by providing counseling, guidance, and assistance with accessing rebuilding dollars. This work has helped families receive fair compensation from insurance companies and government recovery programs after hurricane losses. Additionally, LaFHAC's Housing Counseling team provides supportive services for Housing Choice Voucher holders who are seeking housing in well-resourced communities.

THE OPPORTUNITY TO LEAD AS EXECUTIVE DIRECTOR

The Louisiana Fair Housing Action Center (LaFHAC) seeks an exceptional leader with significant management experience, as well as civil rights and legal expertise. The Executive Director is LaFHAC's chief executive officer and reports to the Board of Directors. The Executive Director leads LaFHAC's efforts to achieve its mission, goals, and objectives.

The Executive Director manages a budget of approximately \$2.1 million and directs a smart and talented senior leadership team of six: the Director of





Finance, Development Director, Director of Policy & Communications, Legal Director, Director of Housing Counseling, and the Director of Education & Outreach. The Executive Director is ultimately responsible for supporting the entirety of LaFHAC's staff – a team of 21.

The successful candidate is a politically savvy authority on civil rights and social justice issues, with knowledge of the relevant legal landscape, and/or experience as a practicing civil rights lawyer. The Executive Director will lead LaFHAC's enforcement of fair housing and civil rights laws, the development of educational and outreach initiatives, housing and mobility counseling programs, policy advocacy, and fund development, in addition to ensure that LaFHAC's financial position is sound and sustainable.

The ideal candidate is one who will support the programmatic work, in addition to continue to assess and further strengthen LaFHAC's operational, fiscal, and administrative position.

RESPONSIBILITIES

Organizational and Operational Duties:

- Establish plans, policies and both short- and long-term objectives, subject to the approval of the Board of Directors;
- Advise and direct the implementation of plans and procedures consistent with established policies and Board approval;
- Oversee and enhance the adequacy and soundness of the organization's financial and operational structure;
- Direct a complex workload, including overseeing office administration, litigation, case management, policy advocacy; public relations and education/outreach campaigns;
- Maintain effective and consistent external messaging across the organization, including establishing updated messaging guidelines as necessary;
- Review and edit all external communications to ensure accuracy and consistency with organizational messaging guidelines;



- Support and partner with LaFHAC's Development Director in exploring and cultivating new sources of funding through donor cultivation and grant research;
- Serve as liaison to LaFHAC's Board of Directors;
- Ensure all organizational activities are consistent with LaFHAC's mission; and
- Oversee work of Finance and Development Directors

Community, Policy and Legal Management:

- Represent LaFHAC in community, civil rights, and fair housing settings;
- Serve as the main press point of contact and seek opportunities for media coverage of LaFHAC's work, accomplishments, and services;
- Establish and/or grow working relationships with local, state, and federal fair housing agencies, and other civil rights groups, and government agencies; and
- Oversee Director of Policy & Communications, Legal Director, Director of Housing Counseling, and the Director of Education & Outreach

QUALIFICATIONS

Education:

- Law Degree preferred
- Bachelor's degree in related field required

Required Experience:

- Demonstrated commitment to civil rights and LaFHAC's overall mission;
- Familiarity with housing justice issues in Louisiana and New Orleans;
- Experience supervising a diverse staff, including legal staff;
- Experience overseeing office operations and budgeting;

PREFERRED Skills, Experiences & Competencies:

- Demonstrated commitment to fair housing and civil rights;
- Track record of developing civil rights policy;





- Three or more years of experience managing and expanding mission-based programming;
- Experience negotiating, developing, and leading legal strategies relative to fair housing and other civil rights;
- Commitment to growing organizational culture pursuant to values system aligned with civil rights and social justice advocacy;
- Broad fundraising experience, including grant research, donor cultivation, and managing relationships with philanthropic funders;
- Comfortability with analyzing administrative infrastructure and updating organizational resources as necessary;
- Track record of managing complex organizational budgets and finances;
- Excellent written and verbal communication skills with the ability to share information clearly, concisely, and effectively;
- Proven success in driving social impact;
- Experience using performance-based management using analytical and problem-solving skills;
- Ability to establish and maintain good working relationships with internal staff and external partners;
- Clear understanding of and ability to adapt to Louisiana and New Orleans' cultural and political landscape;
- Demonstrated success attracting and cultivating talent.

Personal and Professional Qualities:

- Authority on fair housing and other major civil rights issues;
- Politically astute civil rights leader;
- Effective and inspiring public speaker;
- Effective legal and business judgment;
- Strong management skills;
- High level of personal accountability;
- Genuine interest in both external leadership and management of in-person staff;
- Ability to make and stand by decisions that prioritize mission;
- Demonstrate integrity and accountability;
- Community bridge builder; and
- Possess emotional intelligence.



COMPENSATION

LaFHAC is committed to equity and fair pay across all of our staff positions, therefore the salary range for this position is set at \$110,000-\$135,000. Placement on the pay scale is based on the following factors: years of relevant work experience; relevant undergraduate degree (or higher) or certification received; bilingual language skills; and connections to the community.

LaFHAC's benefits include:

- 100% employer-paid medical insurance with available dental and vision coverage
- Flex spending account
- 401(k) with employer-matched contributions
- Paid vacation
- Paid parental leave

SUBMISSION

Applicants should submit a resume and cover letter stating qualifications and chronological employment history. For consideration or to submit a referral, information must be submitted to: lafairhousing@sharedstrategygroup.com. Subject Line: "Executive Director".

The Louisiana Fair Housing Action Center (LaFHAC) is a non-profit civil rights organization established in 1995 to eradicate housing discrimination. LaFHAC is dedicated to fighting housing discrimination because it is an illegal and divisive force that perpetuates poverty and segregation, and limits access to opportunity.

