



Central California Land Trust
Commitment | Community | Legacy

EXECUTIVE DIRECTOR JOB DESCRIPTION

Job Title: **Executive Director**
Department: **Executive**
Reports To: **Board of Directors**

Job Location: **Fresno, California**
Status: **NonExempt - Part Time**
Pay: **\$50/hour**

Central California Land Trust (CCLT) is a start-up, non-profit, community land trust based in Fresno. CCLT aims to create permanently affordable housing and community stability by acquiring, developing, and redeveloping housing through partnerships.

The Executive Director oversees CCLT's operations, resource development, staffing, budgeting, and community engagement. Key responsibilities include:

- Developing and implementing strategic plans with the Board
- Developing mechanisms to add land to the trust and increase community equity in the structures.
- Supervising the Director of Real Estate Development and other future positions
- Ensuring legal and regulatory compliance
- Managing key systems and grants
- Building community partnerships
- Maintaining relationships with funders
- Developing and supporting residents of CCLT housing to participate in board governance
- Overseeing annual budgets, marketing, and advocacy plans
- Leading staff hiring, development, and performance management
- Traveling occasionally

The ideal candidate has 3+ years management experience, preferably in affordable housing or social innovation with at least a Bachelor's Degree (or four additional years of relevant experience). Strong leadership, communication, budget management, and relationship-building skills are required. Experience with real estate, land development, finance, fundraising, DEI initiatives and hybrid work environments is preferred.

Compensation and Interview Process: The Executive Director will be paid on an hourly basis while part-time, and the board expects the position to increase to full time as funding is increased over time. Insurance is covered as if full-time from Day 1. This position is based in Fresno, CA, and will be hybrid with remote and in-person work. All CCLT employees work from home.

To apply, please reply to this email with a copy of your resume and a cover letter by the end of June 2024. Applications will be reviewed on an ongoing basis. Initial interviews will be scheduled in Fresno in early July 2024. CCLT offers a competitive salary and benefits.

EQUAL OPPORTUNITY EMPLOYER

Central California Community Land Trust is an equal opportunity employer and seeks to employ and assign the best qualified personnel for all our positions in a manner that does not unlawfully discriminate against any person because of race, color, religion, gender, marital status, age, national origin, physical or mental disability, sexual orientation, veteran/reserve and National Guard status or any other status or characteristic protected by law.