

## **Executive Director – Burlington Community Land Trust**

**Location:** Burlington, NC

**Job Type:** Full-Time

**Reports To:** Board of Directors

### **About Us**

Burlington Community Land Trust is a nonprofit, community-based organization designed to promote affordable housing and facilitate community development. BLCT works primarily to ensure long-term housing affordability by placing land into trust and creating homeownership opportunities for low-income households. Our mission is to promote sustainable and resilient communities and equitable opportunities for homeownership through the development and support of permanent affordable housing in under-resourced neighborhoods. The vision of the Burlington Community Land Trust is to support grassroots neighborhood development through equitable access to affordable and stable homeownership. Dedicated to our vision, mission and values, we seek a passionate and strategic leader to guide our organization forward.

### **Position Overview**

The Executive Director (ED) serves as the chief executive officer of the organization, responsible for overall leadership, strategic vision, financial management, and program development. The ED works closely with the Board of Directors and community stakeholders to advance the organization's mission and ensure operational excellence.

### **Key Responsibilities**

#### **Leadership & Strategic Planning**

- Develop and implement a strategic vision to fulfill the organization's mission and long-term sustainability.
- Serve as the primary spokesperson and advocate for the organization in the community.
- Build and maintain strong relationships with stakeholders, including donors, partners, and government agencies.

#### **Fundraising & Financial Management**

- Oversee financial planning, budgeting, and resource allocation to ensure fiscal health and compliance.
- Develop and implement fundraising strategies, including grant writing, donor relations, and sponsorships.
- Manage and diversify revenue streams to support the organization's programs and initiatives.

## **Operations & Program Management**

- Ensure the successful execution of programs, services, and initiatives aligned with the organization's goals.
- Oversee compliance with all legal, regulatory, and ethical standards in nonprofit governance.

## **Board & Community Engagement**

- Collaborate with the Board of Directors to ensure strong governance and organizational oversight.
- Provide regular updates, reports, and insights to the Board to guide decision-making.
- Represent the organization in public forums, media, and partnerships to strengthen its visibility and impact.

## **Qualifications & Experience**

- **Education:** Bachelor's degree (Master's degree preferred).
- **Experience:** Minimum of 5+ years in nonprofit leadership, executive management, or a similar role.
- Prefer demonstrated experience working within the affordable housing area/market.
- Strong evidence of successful fundraising, grant writing, and financial management.
- Demonstrated ability to develop and implement strategic initiatives.
- Excellent communication, networking, and leadership skills.

## **Compensation & Benefits**

- Salary: Competitive and commensurate with experience. Ranging \$65K - \$85K
- Benefits: To be determined.

## **How to Apply**

Interested candidates should submit a resume and cover letter outlining their experience and passion for Burlington Community Land Trust to [burlingtonclt@gmail.com](mailto:burlingtonclt@gmail.com) by April 30, 2025.