

Position Profile

Director of Equity and Inclusion

Twin Cities Habitat for Humanity seeks a full-time **Director of Equity and Inclusion** to champion its anti-racism and equity work and serve as a leader and guide in living into its value of promoting racial equity, and increasing diversity, inclusion, and cultural competency in all aspects of our organization.



Twin Cities Habitat for Humanity

Mission

Eliminate poverty housing from the Twin Cities and to make decent, affordable shelter for all people a matter of conscience.

Vision

A Twin Cities region where families can own homes in healthy neighborhoods with access to jobs, transportation, and quality schools.

Values

Faith in Action

We are called by God to serve families in need. We welcome people of all faith backgrounds to our mission.

Hope

We provide hope and opportunity for families who seek a safe, decent home.

Community

We bring people from all walks of life together in our work.

Equity and Inclusion

We promote racial equity and strive to increase diversity, inclusion, and cultural competency in all aspects of our organization.

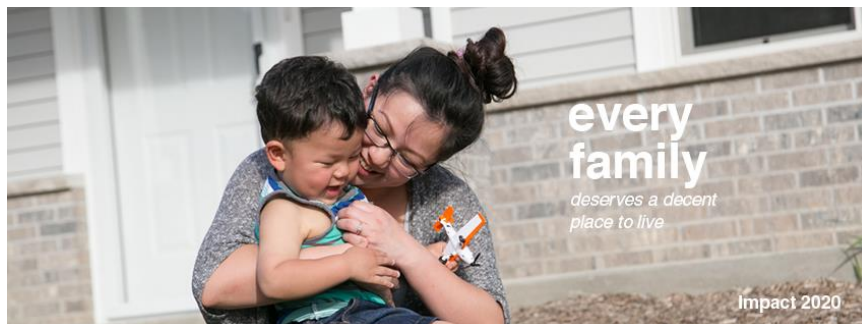
Integrity

We honor our commitments and act with fairness, honesty, and respect every day.

Perseverance

We continually strive for excellence and innovation in all that we do.

For more information visit the Twin Cities Habitat for Humanity website: www.tchabitat.org



Organizational Overview

Habitat for Humanity was first imagined at Koinonia Farm in Americus, Georgia. Founded by farmer and biblical scholar Clarence Jordan in 1942, Koinonia Farm was committed to community and racial equity. In 1973 at Koinonia Farm, Jordan and Millard and Linda Fuller developed the concept of “partnership housing,” which emphasized people working side by side to build decent, affordable homes. From that idea, Habitat for Humanity International was founded in 1976. Today, Habitat affiliates work in more than 1,400 communities and 70 countries.

As an affiliate of Habitat for Humanity International, Twin Cities Habitat is one of the largest affiliates in the nation and is on the leading edge of program development, innovation, and fundraising. In 2017, Twin Cities Habitat was one of 23 affiliates recognized by Habitat for Humanity International as an “Affiliate of Distinction” out of 1,300+ affiliates worldwide.

Twin Cities Habitat for Humanity is committed to building the quality of life, health, and economic prosperity of the region by producing, preserving, and advocating for affordable homeownership – because homes and families are the foundation of successful communities.

Twin Cities Habitat opened its office facility in 2014 in the Midway area of St. Paul. The organization has an operating budget of approximately \$30M, employs 135 full time employees (and 20 AmeriCorps service members). Twin Cities Habitat engages 15,000 volunteers annually. (See the [most recent annual report here](#).)



Services Provided by Twin Cities Habitat for Humanity

Homeownership

Twin Cities Habitat is best known for its Homeownership Program, which creates homebuying opportunities for low- and moderate-income local families. Families partner with Habitat to buy their homes using Habitat's affordable mortgage, which can be used to buy a home built or rehabbed by Twin Cities Habitat or buy a home for sale on the open market and partner with Habitat for rehab assistance.

A Brush with Kindness Paint and Repair Program

Twin Cities Habitat preserves homeownership and strengthens neighborhoods by helping low-income homeowners repair and maintain their homes.

Age Well at Home

Age Well at Home provides a new way to preserve homeownership by bringing housing and healthcare services together to assist older adults to remain in their home as they age.

ReStore Home Improvement Outlet

Twin Cities Habitat operates two ReStore Home Improvement Outlets open to the public. ReStore Outlets sell quality donated home furnishings, furniture, and building supplies at a fraction of the original cost. ReStore generates revenue to support Habitat's mission, provides low-cost building materials, keeps usable materials out of landfills, and increases the breadth of donations Habitat can accept.

Neighborhood Revitalization

Intentional neighborhood partnerships improve quality of life for every community member. Twin Cities Habitat has close partnerships with the Jordan neighborhood in North Minneapolis and the Frogtown neighborhood in St. Paul.

Mortgage Foreclosure Prevention

Twin Cities Habitat assists families who are facing foreclosure or who have fallen behind on their mortgage payments.

Global Engagement

Local donors and volunteers join Twin Cities Habitat in impacting the global mission through service trips and philanthropic gifts.

Advocacy

Habitat Housing Hero advocates lead the call for public investment and good housing policies.

Volunteer

Annually, Twin Cities Habitat engages about 15,000 volunteers for a total of 30,000 volunteer days. Volunteers contribute to the mission on construction and repair sites, at the ReStore outlets, in the office, and through board and committee service.

Over the past three years:

- More than 85% of Habitat homebuyers were families of color
- Clients bought in homes in 48 cities across the metro area
- The average homebuyer family size was 5 people
- The average homebuyer income was \$47,000
- Habitat delinquencies were low and foreclosures were less than 1%





The Organization's Historic Timeline

- **1985** • Twin Cities Habitat for Humanity was founded as an all-volunteer organization.
- **1986** • The very first Habitat project was completed; a rehabbed house in South Minneapolis.
- **1989** • The organization hired its first Executive Director, who joined two other staff, a construction supervisor and program associate, in the Habitat office located in the basement of a Mennonite Church in South Minneapolis.
- **2002** • The organization was building more than 50 homes annually by this time. The increased complexity of site acquisition, family selection, and construction led to the decision to a consolidation of the county-based chapters.
- **2003** • Twin Cities Habitat began construction on its 500th house.
- **2010** • The affiliate hosted President and Mrs. Carter for two days in Minneapolis and St. Paul during the annual Jimmy and Rosalynn Carter Work Project.
- **2015** • The organization celebrated its 30th Anniversary, operating with over 125 staff members and having served over 1,200 families through the Homeownership Program, plus countless more families through its other programs and services.
- **2016** • Twin Cities Habitat launched its *Impact 2020* four-year strategic plan, established a historic and innovative [partnership with Bremer Bank](#), completely [redesigned its Homeownership Program](#), established a wholly-owned mortgage [lending subsidiary](#), and kicked off its biggest ever comprehensive campaign, [Multiplying the Impact](#). The primary goal of the strategic plan was to more than double the number of families who can achieve homeownership with Habitat from about 50 per year to more than 100.
- **2020** • Four years into the strategic plan, Twin Cities Habitat has successfully served 100+ homebuyers in each of the last two years and has raised \$53M toward the \$55M campaign.



The Role: Director of Equity and Inclusion

Twin Cities Habitat for Humanity (TCHFH) seeks a full-time **Director of Equity and Inclusion** to champion its anti-racism and equity work and serve as a leader and guide in living into its value of promoting racial equity, and increasing diversity, inclusion, and cultural competency in all aspects of our organization. This position reports to the President & CEO and serves as a member of the Senior Leadership Team.

For the sake of these responsibilities, the definition of **diversity** includes, but is not limited to: age, race, color, religion, creed, sex, sexual orientation, gender identity, genetic information, national origin, marital status, status with regard to public assistance, membership in a local human rights commission, or status as a qualified individual with a disability or Vietnam era or other protected veteran.

Essential Duties and Job Responsibilities Racial Equity and Inclusion

- Provide leadership, and serve as internal consultant, to TCHFH leaders and staff to operationalize equity, inclusion, and anti-racism principles throughout the organization.
- In partnership with appropriate team members, infuse knowledge and best practices related to racial equity across TCHFH in programming, communications, internal culture building, and staff development.
- Enhance TCHFH's base of cultural competence and capacity to improve its service delivery and program impact with participants of color.
- Explore and recommend various vehicles for ongoing community and employee input relative to race and equity initiatives and programs.
- Integrate proven methodology, training, and assessment tools.
- Provide guidance to CEO and leadership on further definition and shape of this position's role within the organization.

Outreach and Engagement

- Alongside other leaders and staff, develop and maintain strategic external partnerships with colleagues, community members and leaders, businesses, neighborhood partners, government agencies, and other key decision makers to further TCHFH's mission and overall impact.
- Further develop and refine approach to community outreach efforts and relationship building.
- Represent TCHFH on select external committees and partnerships across the Twin Cities and at select public speaking engagements.

Board of Directors and Committee Support

- Provide support, training, and consultation to Board of Directors as appropriate.
- Serve as staff co-liaison to Governance Committee of the Board.

Advocacy and Public Policy

- Alongside other leaders identify and act on opportunities to expand TCHFH's work in advocacy and public policy in partnership with appropriate team members.
- As appropriate, monitor political environment and identify opportunities to advance local policies that benefit TCHFH and the community.
- Build coalitions, develop relationships, and form partnerships with other non-profits, industry groups, and government entities to play a collaborative role in public policy and advocacy initiatives that may move forward our efforts to reduce racial inequity and disparate impact.

Leadership

- Participate, collaborate, and contribute as a member of Senior Leadership Team at TCHFH and act as advisor to the Executive Leadership Team.
- Serve regularly on committees and cross-departmental project teams.
- Work with, and potentially lead, Diversity and Inclusion Action Team's (DIAT) work.

- In partnership with Human Resources, develop and monitor strategies to improve recruitment, retention, and inclusion of racially diverse staff members. Partner with HR, and aid in investigations related to matters of discrimination and/or harassment as appropriate.

Minimum Qualifications

- Bachelor's degree or equivalent combination of training and experience related to the duties of this position required. Master's degree or an equivalent combination of training and experience a plus.
- At least 5 years of experience leading and advancing equity, inclusion, and anti-racism initiatives within organizational settings.
- Demonstrated ability to communicate and lead effectively within diverse settings.
- Demonstrated training and facilitation skills; development and delivery.
- Preference for experience and expertise with IDI (Intercultural Development Inventory) and/or other relevant assessment tools.

Knowledge, Skills, and Abilities

- Is a champion for equity, inclusion, and anti-racism by evaluating policies, procedures, and ideas to interrupt systemic racism and provide recommendations for improvement.
- Will roll up sleeves and be willing and able to engage and take on this work at all levels of the organization.
- High impact and low ego orientation, strong commitment to team and mission.
- Exceptional communicator with an emphasis on listening to understand.
- Values learning from others. Is a deep and empathic listener to the ideas, experiences, viewpoints, and perspectives of others.
- Builds trust by demonstrating respect, creating transparency, keeping commitments, and actively working to restore trust when necessary.
- Collaborates effectively by working authentically and openly with colleagues inside and outside the organization. Exhibits a spirit of true partnership that benefits all parties engaged in the project.
- Is nimble and wise about boundaries and the engagement and involvement of appropriate parties.
- Is a gifted facilitator, connector of people, and presenter of information. Creates safe and courageous spaces for dialogue.
- Is an impactful and influential public speaker and is comfortable serving as an organizational spokesperson.
- Demonstrates a keen awareness on how public policy initiatives impact neighborhoods and racial equity work in the community.

Compensation

\$80,000 to \$100,000 depending on experience. Plus excellent benefits package.

Work Environment

The majority of the work is performed in an office environment, with occasional visits to our ReStore Home Improvement Retail Outlets and some work outside on construction work sites with frequent exposure to dirt, dust, dampness, construction debris, extreme temperatures, warehouse and construction noises, fumes and odors from construction materials.

AA/EEO

Twin Cities Habitat for Humanity is an equal opportunity and affirmative action employer that does not discriminate in employment and ensures equal employment opportunity for all persons regardless of their age, race, color, religion, creed, sex, sexual orientation, gender identity, genetic information, national origin, marital status, status with regard to public assistance, membership in a local human rights commission, or status as a qualified individual with a disability or Vietnam era or other protected veteran.

Twin Cities Habitat's policy applies to all terms and conditions of employment. To achieve our goal of equal opportunity, we maintain an affirmative action program through which we take good faith efforts to recruit, hire and advance in employment qualified minorities, women, persons with disabilities, Vietnam era veterans, and other protected veterans.