

Title: Chief Operating Officer (COO)

Reports To: Executive Director

Organization Focus: Entrepreneurship, Employment Mobility, Empowerment, and Housing Development

About Equity Alliance of Michigan

Equity Alliance of Michigan is a community-rooted nonprofit that empowers underserved residents and businesses through our three core pillars: Entrepreneurship, Empowerment, and Employment Mobility. We help individuals launch and grow businesses, build stronger communities through advocacy and awareness, and prepare job seekers for in-demand careers with skills-based training. Our mission is to create equitable access to opportunity and success by breaking down systemic barriers and envisioning a thriving Detroit where every person has the tools and support to reach their full potential.

Position Description

The COO of Equity Alliance of Michigan will be responsible for overseeing all daily operations, program implementation, and strategic growth, specifically focusing on entrepreneurial programs, employment mobility, and community empowerment. Additionally, the COO will lead the organization's efforts in developing infill housing projects on multiple owned parcels of land, ensuring alignment with the mission and goals.

Key Responsibilities

1. **Operational Leadership & Management:**
 - Direct and coordinate day-to-day operations, programs, and special initiatives, ensuring alignment with the organization's mission.
 - Implement strategic plans focused on employment mobility and entrepreneurship, overseeing all key functions and program activities.
2. **Housing Development Oversight:**
 - Lead the development of infill housing projects on the organization's owned parcels of land, including planning, budgeting, and construction oversight.
 - Collaborate with contractors, architects, city officials, and community partners to ensure projects meet community and regulatory standards.
3. **Strategic Planning & Execution:**
 - Support the Executive Director in strategic initiatives, setting operational goals, and evaluating performance.
 - Develop program delivery plans, ensuring alignment with the organization's goals to empower local entrepreneurs and improve employment mobility.
4. **Program Evaluation and Reporting:**
 - Establish key performance indicators (KPIs) for all projects, monitoring outcomes to ensure program efficiency and effectiveness.
 - Oversee program assessments, implementing continuous improvements to boost program impact.
5. **Financial and Resource Management:**
 - Collaborate with the CFO to manage budgets and allocate resources efficiently for operational sustainability.
 - Monitor costs for housing development projects to maintain financial accountability and adherence to grant guidelines.
6. **Team Leadership & Development:**

- Supervise department heads, including the Program Director and Facilities Manager, to enhance team efficiency.
 - Foster a collaborative and goal-oriented work environment, encouraging growth and continuous learning.
- 7. Stakeholder and Community Engagement:**
- Build and sustain relationships with funders, local officials, business leaders, and community members to foster collaborative partnerships.
 - Advocate for the organization’s mission and initiatives to secure additional funding and community support.

Qualifications

- Proven experience in nonprofit management and housing/community development.
- Strong leadership, communication, and strategic planning skills.
- Experience in coordinating with contractors and stakeholders on real estate and community initiatives.
- Knowledge of HUD programs, grants management, and community-based initiatives is a plus.

Key Role in Capacity Building:

This COO position will be integral in building the organization’s capacity to fulfill its mission. The COO’s leadership in housing development and community empowerment aligns with the HUD Section 4 program’s goals by enhancing operational efficiency and expanding the organization’s impact on local economic growth and stability. The position will allow the organization to increase its reach, improve project execution, and enhance the delivery of crucial community services.

To Apply:

Please email a cover letter and resume, to deanna@equityallianceofmichigan.org with the subject line “Chief Operating Officer Application.” Applications will be reviewed on a rolling basis until the position is filled.

Organizational Alignment

