



CCIA Regional Coordinator Job Description

About Us: The Native CDFI Network (NCN) is a nonprofit organization that formed as a coalition in 2009 to unify Native CDFIs serving Native trust land communities, American Indians, Alaska Natives, and Native Hawaiians. The Native CDFI Network works to ensure that Native peoples are represented in the national policy dialogue and innovative solutions created by CDFIs are spread throughout our Native communities. In addition, NCN is an emerging CDFI Intermediary focused on lending to Native CDFIs across Indian Country. The NCN CDFI Intermediary supports the growing capital needs of Native CDFIs by securing investment funds and offering low-cost, patient capital. As an emerging CDFI, NCN is a growing organization with ample opportunities for innovation and creativity.

Overview: The Regional Coordinator for the Native CDFI Network Clean Communities Investment Accelerator program will play a critical role in driving the program's success by coordinating and supporting regional initiatives. This role involves working closely with Native CDFIs, community stakeholders, and other partners to promote clean energy investments within Native communities. The ideal candidate will have a strong background in community development, project management, and an understanding of clean energy finance solutions. Additionally, this position is designed to support the Greenhouse Gas Reduction CCIA program, contributing to its objectives and initiatives throughout the entire six-year duration. This role will involve a comprehensive range of responsibilities aimed at achieving the program's goals, ensuring effective implementation, and maximizing the program's impact over the six-year period.

Key Responsibilities:

1. Program Coordination:

- Coordinate and oversee the implementation of the Clean Communities Investment Accelerator program within the assigned region.
- Assist Native CDFIs in developing and executing projects that align with the program's goals of sustainability and environmental stewardship.
- Ensure compliance with program guidelines, timelines, and reporting requirements.

2. Engagement:

- Build and maintain strong relationships with community stakeholders, including Native CDFI leaders, tribal governments, and other partners.
- Facilitate regular communication and collaboration among stakeholders to promote program initiatives and goals.
- Organize regional meetings, workshops, and events to engage and inform community leaders and partners.

3. Technical Assistance and Capacity Building:

- Provide technical assistance and support to NCDFIs and other partners to build capacity for clean energy investments.
- Coordinate the delivery of training materials, workshops, and resources to enhance the knowledge and skills of NCDFIs.
- Identify and address barriers to clean energy project development within the region.

4. **Monitoring and Reporting:**
 - Monitor and evaluate the progress of regional program activities and outcomes.
 - Collect and analyze data to measure the impact of the program on community development and clean energy goals.
 - Prepare regular reports and presentations for program leadership and stakeholders.
5. **Resource Development:**
 - Assist in identifying and securing funding opportunities to support regional program initiatives.
 - Develop grant proposals and other funding requests as needed.
 - Manage regional program budgets and ensure compliance with funding requirements.
6. **Other:**
 - Perform other duties as assigned by the National Program Director.

Qualifications:

- Minimum of 3-5 years of experience in community development, project management, or related fields. Experience with clean energy projects and Native communities is desirable but not required.
- Excellent project management skills with the ability to prioritize tasks, manage deadlines, execute multiple initiatives simultaneously, and adapt to changing priorities in a fast-paced environment.
- Excellent communication skills, with the ability to effectively engage and collaborate with diverse stakeholders.
- Prior experience working for/with a Native CDFI and/or Native economic development corporation.
- Practical knowledge and substantive experience on the topics of Native community and economic development finance are highly desirable.
- Knowledge of clean energy solutions and sustainable development practices is highly desirable.
- Exceptional verbal and written communication skills.
- Proficiency in Microsoft Office Suite and project management software.
- Proven ability to work within a nonprofit framework and achieve the organization's objectives.
- Commitment to the mission and values of the Native CDFI Network and the communities we serve.
- Willingness to travel as needed.

Reports To: National Program Director

Location: Flexible (remote)

Salary and Benefits:

- Competitive salary commensurate with experience.
- Comprehensive benefits package including retirement savings plan and paid time off.
- Opportunities for professional development and growth within the organization.
- Remote work options available.

The Native CDFI Network is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to age, race, color, religion, sex, (including pregnancy,

gender identity, and sexual orientation), national origin, citizenship, disability, military leave or veteran status, genetic information, or any other status protected by applicable federal, state, or local law.

How to apply:

Interested applicants should submit a resume, cover letter, and three professional references to info@nativecdfi.net. Applications will be reviewed on a rolling basis until the position is filled. Only shortlisted candidates will be contacted for interviews. Join us in making a meaningful impact in Native communities across the country!