

EVP/CHIEF DEVELOPMENT OFFICER

OPPORTUNITYFINANCE ®
NETWORK

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CLIENT: OFN
ROLE: EVP/Chief Development Officer
LOCATION: Washington, DC
REPORTS TO: President & CEO
WEBSITE: www.ofn.org



SITUATION OVERVIEW:

ZRG has been engaged to recruit an **EVP/Chief Development Officer** for Opportunity Finance Network (OFN).

ABOUT OFN:

Based in Washington, DC, Opportunity Finance Network (OFN) is a leading investment intermediary and network of mission-driven financial institutions serving rural, urban, and Native communities across the United States. With over \$1 billion in total assets under management, OFN manages a national membership network of over 400 mission-driven lenders and community development financial institutions (CDFIs), including community development loan funds, credit unions, green banks, community development banks, minority depository institutions, and venture capital funds. OFN is a trusted investment partner to the public, private, and philanthropic sectors – foundations, corporations, banks, government agencies, and others. For almost 40 years, their team has helped partners invest in communities to catalyze change and create economic opportunities for people and places traditional finance doesn't reach.

CDFIs are specialized lenders that bring capital to low-income, low-wealth communities. CDFI financial products and services support small businesses, affordable housing, community facilities, and more nationwide.



CDFI CLIENTS ARE...



66% People of Color



85% Low-Income



27% Rural



48% Women

MONEY, STRENGTH, VOICE

OFN supports CDFIs through three pillars to help underinvested rural, urban, and Native communities join the economic mainstream.



Money

OFN manages \$1 billion to help CDFIs lend and invest in markets underserved by mainstream banks.



Strength

OFN provides data and research, trainings, and convenings that strengthen and scale the CDFI industry for greater impact.



Voice

OFN raises awareness of CDFIs and amplifies the voice of the industry through public policy advocacy and communications.

KEY PRIORITIES

CDFIs lend where it counts. Economic opportunity is one cornerstone of a free and just nation. It often starts with access to capital through loans. These loans then support anchors of the vibrant communities where they all want to live: jobs, affordable housing and health centers, libraries and schools, and other essentials.

Yet, millions of bright, talented, hardworking Americans can't access fair capital because of racial, social, economic, or geographic discrimination or because they don't have experience or assets to leverage. The COVID-19 pandemic, a growing wealth gap, and persistent poverty have deepened these capital challenges, particularly for Black, Latino, Native, and rural communities.

They drive capital to people and places underserved by mainstream finance to support small businesses, affordable housing, community facilities, healthcare, energy efficient development, and more.

These challenges are the key priorities of CDFIs. They lend where it counts to help people start businesses, buy homes, and build wealth. Their investments in people and places help communities thrive.

Priorities include:

- [Affordable Housing](#)
- [Financial First Response](#)
- [Climate Change & Resilience](#)
- [Healthy Communities](#)
- [Native Finance](#)
- [Persistent Poverty](#)
- [Racial Equity](#)
- [Rural Development](#)
- [Small Business](#)

MISSION

OFN's mission through 2025 is to lead community development financial institutions (CDFIs) and their partners to ensure that low-income, low-wealth, and other underserved people and communities have access to affordable, responsible financial products and services.

CORE PURPOSE AND VISION

OFN exists to align capital with social, economic, climate, and political justice. This is OFN's purpose. OFN will pursue this purpose for as long as it takes to achieve. When capital and justice are aligned, all people will have the resources and opportunities to act in the best interests of their communities, themselves, and future generations. This is OFN's vision.



CORE VALUES

OFN's work is bounded by two values that anchor all that they do.

Justice

Every facet of their work should be directed toward and reflect an unwavering commitment to fair and equal access to, opportunity in, and responsibility for social, economic, and political life. For them, justice is a unifying value.

Excellence

The people and communities CDFIs serve have a right to expect excellence, and OFN has a responsibility to provide it. A commitment to excellence is a statement of respect for their customers, investors, funders, staff, board, and members.

POSITION:

The **EVP/Chief Development Officer** (CDO) is a newly established executive role at OFN. The CDO will lead the organization's fundraising and capitalization efforts, partner development and relationship management, and the Development and Capitalization team. OFN's future includes deepening and catalyzing investments in core areas like climate, small business, and housing across the country. As a critical member of OFN's executive leadership team (ELT), the CDO will build on and accelerate OFN's success in fundraising and capitalization – success that has driven key results, which include driving the organization's Assets Under Management (AUM) over \$1 billion; increasing operating revenue by more than 70% in the last five years; securing strategic support from partners including Mackenzie Scott; and growing OFN's membership above 400.

OFN's CDO will drive their partnerships with philanthropic, corporate, financial, public sector, and impact investment institutions. The CDO will lead fundraising and capitalization results across categories including:

1. Sponsorship;
2. Operating Grant Support;
3. Pass-Through Grants for Members; and
4. Debt and Equity Capital for Lending, including the design and development of new capital strategies and products.

Among others, the CDO will work closely with OFN's:

1. President & CEO, to leverage existing and new relationships,
2. ELT, to develop and execute capitalization strategies;
3. Chief of Staff and Head of Communications, to develop messaging and produce content to drive key fundraising and capitalization wins.

POSITION DESCRIPTION:**FUNDRAISING AND CAPITALIZATION**

- Create new capitalization strategies; lead the development and execution of new and existing capital strategies across cross-functional, collaborative teams, including the Finance Justice Fund and climate lending;
- Drive the deepening of OFN's fundraising and capitalization base across potential corporate, philanthropic, and government partners;
- In partnership with the Chief Financial Officer, Chief Investment Officer, and Chief Strategy Officer, lead the development and execution of multi-year capitalization plan;
- Ensure timely execution of grant writing, packaging, application submission, and funder/investor fulfillment requirements;
- Develop and convert new prospects (while stewarding existing relationships) for fundraising and capitalization partnership types, including debt and equity capital for lending, operating grants, pass through grants, and sponsorship;
- Serve as the lead contact for sponsors, partnering with both external and internal staff to ensure sponsor satisfaction.

INVESTOR AND DONOR RELATIONS AND REPORTING

- Develop and execute relationship plans for high-priority funders/investors;
- Coordinate across internal teams to manage funder/investor relationships;
- In collaboration with the CFO, achieve development grants, sponsorship, capital targets, and other strategic goals by managing specific OFN funder and investor relationships and fundraising campaigns;
- Manage the ongoing maintenance of investor reporting database (Salesforce) to combine loan and grant deployment activity with corresponding impact metrics;
- Create and manage a pipeline of concept papers, proposals, and reporting which position OFN's programs to receive grant and capital funding;
- Lead funder and investor reporting, including the development of reporting for Finance Justice Fund and other new partners.

PARTNERSHIP DEVELOPMENT AND CULTIVATION

- Conduct research, gather information, provide analysis, and support product development on current and potential new funders/investors to OFN and the CDFI industry with the Chief Investment Officer and Chief Strategy Officer;
- Support the development-related aspects of OFN's CRM system (Salesforce) and grant systems of our funders and investors (e.g., CDFI Fund AMIS, etc.) as well as all OFN's grant application and reporting activities with the support of the team; manage the team to lead event sponsorship activities, including new sponsor development, sponsor solicitation, and fulfillment;
- Design and lead participation in national industry events and convenings to cultivate new partners and investors.

EXECUTIVE LEADERSHIP

- Serve as a member of OFN's ELT, providing strategic direction and leadership;
- Provide executive leadership and management of the Development & Capitalization team; drive fundraising and capitalization strategy, planning, and execution;
- Lead initiatives to build and institutionalize the Development & Capitalization team's policies, procedures, and systems;
- Coordinate across OFN teams to generate administrative efficiencies;
- Develop annual revenue goals/targets, plans, and strategies to increase the organizational budget through a comprehensive development strategy which attracts foundation and individual donors.

QUALIFICATIONS:

- Bachelor's degree in a relevant field, or 10 to 12 years of direct work experience in a similar role in lieu of a degree;
- 10-plus years of direct professional experience working with financial institutions, foundations, and other institutions that support community development;
- Direct management experience of 5-7 years;
- Experience in relationship management and CRM software;
- Demonstrated writing experience, with a focus on grant or proposal writing preferred;
- Demonstrated grant management experience across different funding types, including federal, corporate, and philanthropic;
- Knowledge of community development and economic development policy issues is highly beneficial.

KNOWLEDGE, SKILLS, ABILITIES, AND PHYSICAL REQUIREMENTS

- Leadership style that emphasizes the value of collaboration, communication, service, transparency, teamwork, and accountability;
- Creatively and tactically analyze results and provide practical recommendations to the President & CEO and the ELT;
- Ability to provide strong leadership, communication, and organizational decision-making skills;
- High initiative and self-starting capabilities; demonstrated ability to identify and seize opportunities for impact in sometimes messy, uncertain contexts without direction or oversight;
- Outstanding written, oral, and interpersonal communications skills;
- Superior customer service and relationship building skills;
- Excellent organizational/time management skills to independently manage multiple tasks and prioritize work on diverse assignments; strong attention to detail in a fast-paced setting; ability to work in an effective and efficient manner;
- Ability to work well with diverse constituents;
- Comfort working in a small office environment;
- Travel required (25-35% of time);
- Ability to accommodate a hybrid work schedule;
- The job involves normal physical requirements for an office position.

WHY IS THIS A COMPELLING POSITION?

OFN is the leading CDFI Network nationally with a long and strong history of facilitating the provision of capital and services to underserved communities across the US through OFN's Members and Partners. 2024 and 2025 are pivotal years for deepening and broadening OFN's capabilities to impact Social Justice and Equality, ensuring access to opportunity for all. Critical to executing on OFN's strategy and achieving those objectives is adding strength to the Executive Leadership Team.

This is an exciting career opportunity to take a leadership position in an organization with the following strengths:

- At the intersection of core issues around climate and economic community development, at a critical time for the country;
- Ability to operate on a national platform with access to leading Philanthropic, Lending, and Social Impact partners;
- Financial strength, demonstrated momentum, and financial position with a mid-to-long-term strategic perspective.

People who work at OFN come from a variety of professional and academic backgrounds, but some of the qualities their people share are:

- A passion for the mission and true believer in their core purpose;
- The courage to be a fearless advocate who is confident and resilient in their fight to drive capital into low-income communities;
- Smart, quick seekers of knowledge who thrive on creating and developing new strategies, products, and programs for increasing capital to communities they serve;
- The desire to be a collaborative team player who has humility and a willingness to lean into all areas of their work.

They invite you to be a part of their growing, diverse, highly committed, skilled, and collaborative team. At OFN, they are dedicated to cultivating a diverse, inclusive workplace that respects individual strengths, views, and identities. They believe their differences create a better, stronger organization.

EXECUTIVE LEADERSHIP:**HAROLD PETTIGREW****President & CEO**

As President & CEO, Harold is responsible for the direction, strategic growth, and executive leadership of OFN. With over 20 years' experience, Harold's career spans executive leadership in community and economic development finance, and he has appeared as a featured expert with OFN, the Aspen Institute, New York Times DealBook, The Atlantic, SOCAP 365, and numerous podcasts among other media and finance outlets. Prior to OFN, Harold led the Washington Area Community Investment Fund (Wacif), a community development financial institution (CDFI), for over seven years as CEO, leading the deployment of over \$70 million in capital to communities throughout the Washington, DC, metropolitan area.

During his career in public service, Harold served as an appointed economic development official in Washington, DC, negotiating over \$400 million in economic development projects, leading market expansion with international trade missions (Singapore, South Africa, and China), and reforming the city's business licensing operations as a regulator – managing over \$30 million with seven regulatory operating divisions responsible for issuing over 140,000 business, corporate, and professional licenses annually.

Harold has served as an advisor to the World Bank, National League of Cities, and elected and appointed economic development officials nationally in addition to serving as a featured university lecturer with Columbia University, Yale University, New York University, and NC State University. In 2021, President Biden appointed Harold to serve on the U.S. Department of the Treasury's Community Development Advisory Board, advising the CDFI Fund and other federal agencies on inclusive and equitable financing and economic development strategies. He also served on the Community Investment Council for the Federal Reserve Bank of Richmond.

Harold has received numerous industry awards. The Washington Business Journal recognized him in 2021 and 2022 as one of the Power 100 most influential business leaders across Greater Washington. Harold is also a member of the Leadership Greater Washington Class of 2021. His fellowships include a 2017 OFN Opportunity Fellow, 2016 Common Future Local Economy Fellow, and 2015 Next City Vanguard Fellow. In 2021, Harold was named as a fellow of the 2021 Class (V) of the Finance Leaders Fellowship. Further, he is a member of the Aspen Global Leadership Network. Harold has received numerous professional accolades, including the 2021 Diversity in Business Award from the Washington Business Journal, 2016 Leadership Center for Excellence's 40 Under 40, 2016 NC State Alumni Association's Outstanding Young Alumnus Award, and Development Counsellors International's inaugural 40 Under 40 in economic development 2013.

Harold earned a master's degree in urban planning from New York University and a bachelor's degree from North Carolina State University, where he served as a member of the University's Board of Trustees.

EXECUTIVE TEAM:



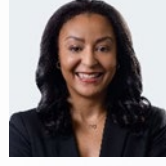
SETH JULYAN
EVP, Chief Network Officer



BHUMIP PATEL
SVP, Accounting and Finance



AMBER KUCHAR-BELL
EVP, Chief Strategy and Operations Officer



DAFINA WILLIAMS
EVP, Chief Public Policy Officer and Head of Government Affairs



BETH LIPSON
EVP, Chief Financial Officer



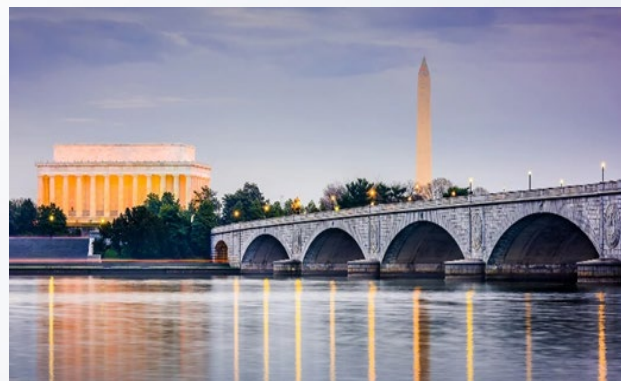
BRENDON MILLER
EVP, Chief of Staff and Head of Communications

LOCATION:

Washington, DC, is an extraordinary city, one with multiple personalities: a working federal city, an international metropolis, a picturesque tourist destination, an unmatched treasury of the country’s history and artifacts, and a cosmopolitan center that retains a neighborly small-town ambience.

Public transportation combines a network of buses, both city and regional, with a rail transit system (the Metro) that opened its first stations in 1976. Metro trains run on more than 100 miles of track, above and below ground and connect the nearby suburbs of Maryland and Virginia to Washington. The railroad network in and out of Washington links the city to other major cities throughout the United States as well as to the neighboring bedroom communities for commuters.

Three major airports serve Washington. Ronald Reagan Washington National Airport lies about four miles south of the city in Arlington, Virginia. Dulles International Airport is 26 miles west of the city in Loudoun county, Virginia. Baltimore-Washington International Thurgood Marshall Airport is about 30 miles north of Washington, near Baltimore.



Washington is a city that offers a never-ending wealth of cultural opportunities. Scores of museums, galleries, and theatres are located in the city, many of which are internationally recognized. More money is spent per capita by the local government on the performing arts in DC than anywhere else in the United States. Cultural heritage festivals are held throughout the year. More than 750 libraries are located in the Washington area, including the Library of Congress, which contains the largest international collection of research materials in the world. Much of the attractiveness of Washington can be attributed to the hundreds of outdoor sculptures and monuments that adorn the parks, gardens, buildings, avenues, and cemeteries of the city.

OFN IN THE NEWS:

2/26/24

[Opportunity Finance Network Announces \\$10 Million Investment from Charles Schwab Bank to Advance Finance Justice Fund](#)

12/13/23

[OFN Invests \\$8.5 Million in Climate Financing to Community Lenders Across Several States](#)

10/18/23

[Opportunity Finance Network Honors Four Members of Congress for Commitment to Economic Opportunity](#)

10/17/23

[Changing Perceptions, a Washington, D.C. Nonprofit, Receives OFN Justice Award for Their Mission-Driven Work](#)

10/17/23

[Native CDFI Awards Recognize Two CDFIs for Promoting Economic Justice, Sovereignty in Indian Country](#)

OFN SOCIAL MEDIA

[OFN LinkedIn](#)

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[OFN Instagram](#)

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[OFN YouTube](#)

[OFN Blog](#)

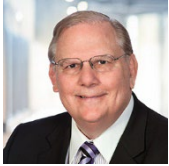
INTERVIEW PROCESS

ZRG provides our global Clients with a rigorous and patented assessment platform grounded in data and analytics. Our interview process includes the following:

1. Initial interviews with ZRG
2. ZRG presentation of candidates to Client for calibration and discussion; Client selects candidates for consideration and initial interviews
3. Candidates complete ZRG's on-line assessment
4. Finalist candidates advance to second and third round interviews with broader leadership team
5. Formal referencing
6. Offer extended

ABOUT ZRG PARTNERS

ZRG is a global talent advisory firm that is changing the way companies hire and manage talent. ZRG's data-driven approach to executive and professional search has been changing the way clients think about how to find top talent. The company's digital Zi platform combines talent intelligence, candidate insights, and process improvement to dramatically deliver executive searches quicker and with proven better results.



JERRY BRATKOVICH

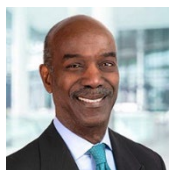
Managing Director

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Jerry Bratkovich brings a track record of success with clients in a number of industry sectors, including Not-for-Profit & Education, with over 30 years of Organizational Design, Human Capital Management, and Business Transactional experience. His nonprofit relationships include Foundations, Faith-based organizations, CDFIs, Social Agencies, NGOs, and Educational Institutions in addition to a broad range of businesses and financial entities.

[Link to complete bio for Jerry Bratkovich.](#)



PATRICK PROUT

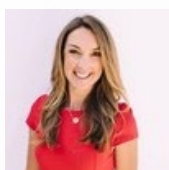
Managing Director

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Patrick Prout is Managing Director within the Financial Services practice of ZRG Partners. He is also a member of the Industrial/Manufacturing and Corporate Board practices as well as the Nonprofit and DEI practices.

[Link to complete bio for Patrick Prout.](#)



BROOKE GREEN

Managing Associate

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Brooke Green is a Managing Associate at ZRG and recruits globally at the executive level. She is known for her professional recruiting expertise, her passion for the candidate experience, and the discretion she shows when dealing with confidential searches. Brooke has conducted executive searches across a variety of industries and functions globally, and she continues to assist organizations in successfully identifying key executives to help their businesses grow.

[Link to complete bio for Brooke Green.](#)

**GREGORY J. MELANSON****Senior Advisor**gmelanson@zrgpartners.com

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Greg is a Senior Advisor within the Real Estate practice at ZRG Partners. Prior to joining ZRG in 2022, Greg was Partner at Terra Search Partners, where he was the Co-Head of Affordable Housing and Impact Investing. Greg's clients benefit immensely from his 20-plus years in multiple areas of the real estate industry, including lending, investing, and affordable housing finance. That's complemented by his more recent experiences in executive leadership with Bank of America and in nonprofit leadership as the Deputy Executive Director of Friends of the National Zoo (FONZ).

[*Link to complete bio for Gregory J. Melanson.*](#)