



JOB DESCRIPTION

Program Manager, BIPOC Business Development

Location: Twin Cities

Posted on: November 1, 2024

Background: The New Impact Fund reshapes the narrative of wealth creation by connecting high-net-worth individuals (HNWIs) with BIPOC-owned businesses in the Twin Cities area. We bridge the financing gap to unleash the power of small businesses while offering HNWIs the opportunity to invest in their community. By providing critical financial and social capital, we amplify the growth of BIPOC businesses, fuel local job creation, and build an economy that unlocks opportunities for BIPOC businesses. We drive tangible impact, one thriving BIPOC business at a time, to build a more equitable future for all.

NIF focuses on supporting high-potential, BIPOC-owned ventures – which are often overlooked by traditional and nontraditional lenders – by providing low-cost, flexible capital along with access to the networks and social capital of high-net-worth investors. This blend of financial and social investment is unique to NIF and sets us apart in the wealth creation ecosystem.

Context

After successfully launching four cohorts, the New Impact Fund seeks an experienced and connected leader to cultivate relationships within the Twin Cities lending ecosystem. This individual will build and manage a robust pipeline of high-potential BIPOC businesses.

Cultivating trust and reciprocity within the ecosystem is crucial to this role. This involves building strong relationships based on mutual benefit, actively listening to others' needs, and seeking collaborations that directly support and advance BIPOC-owned businesses within the local lending ecosystem.

The ideal candidate is a strong relationship builder with deep connections within communities of color, business owners, and organizations supporting BIPOC entrepreneurs. They will excel at forging partnerships and creating opportunities that drive investment and growth for these businesses. This includes effectively engaging with our network of high-net-worth individuals, who are mission-driven and committed to providing financial and social capital needed to fuel this growth.

The Program Manager of BIPOC Business Development will also oversee risk management, reporting, and the outreach efforts that raise NIF's profile. This position demands leadership, innovation, and a commitment to building a more equitable economic landscape.

This role collaborates closely with the President and consultants to build a strong, impactful organization. We encourage you to apply if you are passionate about fostering an equitable economic landscape and have a proven track record of building relationships and driving results.

Key Responsibilities

- **Program Development & Pipeline:** Develop a robust pipeline of high-potential BIPOC-owned businesses and synthesize opportunities for Cohort Members, thereby driving our mission forward.
- **Engagement & Relationship Building:** Build and maintain positive relationships with businesses, community members, investors, and other stakeholders.
- **Social Capital Development:** Facilitate the development and exchange of social capital between our cohort members and the BIPOC businesses they support, creating the system and processes that ensure effective implementation and maximize impact.
- **Risk Management & Reporting:** Conducting risk assessments, preparing quarterly/annual portfolio reports, and tracking key impact metrics for internal and external stakeholders.
- **Outreach & Representation:** Represent NIF at events, webinars, etc., and proactively identify opportunities to showcase NIF's work.

Skills and Qualifications

- **Relationship Building:** Cultivating strong, trusting relationships with community partners, BIPOC business owners, and other stakeholders.
- **Strategic leadership:** Drives mission-focused initiatives, develops and executes comprehensive plans, and can guide small groups through decision-making processes.
- **Effective communicator:** Communicates clearly and persuasively, both written and speaking, and possesses strong synthesizing skills.
- **Proactive problem solver and strong executor:** Highly effective at translating ideas into action, with a strong ability to execute plans, meet deadlines, and achieve goals with a high degree of follow-through.
- **Organized and detail-oriented:** Manages complex projects efficiently, ensuring successful outcomes.

Qualities

- Commitment to racial and economic justice and the New Impact Fund's mission.
- A strategic networker who can identify and connect key individuals to foster collaborative partnerships, create a vibrant community of practice, and drive collective impact.
- Excellent communicator: Possesses strong written and verbal communication skills, with the ability to convey complex information clearly and persuasively.
- Growth mindset, initiative taker, can build and create new opportunities.
- Thrives in environments with evolving priorities and enjoys navigating ambiguity, demonstrating a high degree of adaptability and flexibility.
- Systems and process builder who enjoys building out organizational infrastructure and is a capable infrastructure builder.
- Comfortable analyzing data, tracking key performance indicators, and generating insightful reports to demonstrate impact and inform strategy.
- A quick learner who can work and be comfortable in a fast-paced environment.
- Can pivot, make adjustments, be flexible, keep momentum.



- High technological proficiency in utilizing Microsoft Suite, CRMs, Zoom, Teams, Survey and Project Management tools etc.
- These responsibilities and qualifications represent the New Impact Fund's current needs. As we are in a stage of active growth and development, the scope of this role may expand and shift over time. We encourage initiative and a willingness to embrace new challenges.

Educational and Related Requirements

- Candidates with a bachelor's degree and 3 – 5 years of relevant experience in community and economic development are preferable.
 - Strong analytical and problem-solving skills, with the ability to assess financial information, identify risks, and make sound judgment.
 - Experience with HubSpot CRM is a plus.
 - Experience working with high net-worth individuals a plus.
- Remote working arrangement
 - Twin Cities Based
 - Must have access to a car and driver's license

Compensation and Benefits

- Salary Range: \$75k to \$85k annually with a potential 10k annual bonus.

Comprehensive benefits package including health and dental plan, wellness benefit, retirement plan, PTO, disability, life insurance, and paid holidays

To Apply

- Interested candidates should send a one-page cover letter addressing their unique fit to the position requirements, along with a relevant resume to hire@newimpactfund.org using the subject line “Program Manager”. The position will remain open until filled.

The New Impact Fund is an Equal Opportunity Employer. We welcome applications from all qualified individuals and especially encourage BIPOC candidates to apply.