

Executive Director

Lafayette Habitat for Humanity

Lafayette, Louisiana | Population Served: 260,000+

Job Title: Executive Director

Reports To: Board of Directors

FLSA Status: Full-Time Salaried/Exempt

Salary range: \$110,000 - \$125,000, commensurate with experience

Benefits: Medical, Dental, Vision, Life, 403 (b) Retirement Plan, Paid Vacation, and more

About the Organization

Lafayette Habitat for Humanity, Inc. (LHFH) is a well-respected Louisiana nonprofit organization that has been providing affordable housing and home repairs to families in need for over 34 years in the Acadiana area. Since 1992, the organization has built and mortgaged over 160 homes and has helped many families achieve and sustain their dream of homeownership. See <https://habitatlafayette.org/>

The LHFH Board of Directors seeks exceptional candidates for the role of Executive Director with the ability to lead one of the most productive affiliates of Habitat for Humanity in the state of Louisiana. Lafayette Habitat for Humanity serves the greater Lafayette area with first-time homeownership and home preservation programs, including new home construction, homeownership counseling, mortgage financing and loan servicing, critical home repairs for owner-occupied homes, and support for resident-led neighborhood revitalization initiatives in Lafayette's urban core. LHFH also operates a ReStore, which provides a source of affordable home goods and building materials as well as operating revenue for our core homeownership programs. LHFH recognizes the value all these mission-critical services provide as the stock of affordable housing has continued to age in the area and access to affordable housing intersects with so many other community issues including homelessness.

About Our Community

Lafayette sits at the heart of the Acadiana region in south Louisiana, a community rich in history, culture, music, food, and French Cajun & Creole influence. Lafayette has been described as the "Happiest City in America," the "Best Food City in America," and the "Cajun and Zydeco Capital of the World." Lafayette and Acadiana have a deep cultural identity and a warm community spirit that values families, friendships, and a genuine *joie de vivre*. Lafayette is also a growing community with a vibrant economic outlook. The Lafayette Economic Development Authority (LEDA) reports that "[within the last] *two years, four companies announced the creation of more than 1,100 technology jobs in Lafayette, cementing the region's reputation as a technology hub in the South.*"

Mission & Vision

Mission: Seeking to put God's love into action, Habitat for Humanity brings people together to build homes, communities and hope.

Vision: A world where everyone has a decent place to live.

Our Principles:

- Demonstrate the love of Jesus Christ
- Focus on shelter
- Advocate for affordable housing
- Promote dignity and hope
- Support sustainable and transformative development

Position Summary

The Executive Director reports directly to the Board of Directors of Lafayette Habitat for Humanity, Inc. and is responsible for overall organizational performance, long-term sustainability, real estate and construction strategy, fund development, community partnerships, staff leadership, and governance compliance. This role requires a dynamic, highly relational leader who can operate at both strategic and tactical levels – guiding the affiliate through real estate development, capital planning, and organizational scaling with a community-centered ministry mindset to further impact in alignment with the mission of the organization.

The Executive Director accepts the Affiliate Covenant of Habitat for Humanity International (HFHI), serves as a leading advocate for Habitat's vision and mission, and works alongside the Board of Directors to develop and implement strategic and operational plans. This includes integrating the work of committees, staff, and volunteers into a coherent, consistent, and effective program of advocacy, construction, financing, and family support.

Duties & Responsibilities

Strategic Planning, Program Development & Administration

- Supervise, hire, and provide direction to the staff responsible for all functions of Lafayette Habitat, including new home construction, home preservation, ReStore, neighborhood revitalization, volunteer management, homeowner services, mortgage services, site selection, faith relations, marketing, and administration
- Provide leadership in developing program, organizational, and financial plans with the Board of Directors and staff, and execute plans and policies as directed by the Board
- Establish and maintain effective working relationships with all governmental agencies necessary for Lafayette Habitat to successfully conduct its programs
- Ensure that all required official records and documents are maintained, and ensure compliance with federal, state, and local regulations and guidelines
- Maintain a working knowledge of significant developments and trends within the greater Lafayette area and the broader Habitat community
- Ensure the affiliate operates in accordance with Habitat for Humanity International's (HFHI) guidelines, standards, and mission
- Promote active and broad participation by volunteers in all areas of the organization's work

Board Relations

- Serve as an advisor to the Board and support effective governance
- Collaborate with the Board to define and articulate the affiliate's vision and strategic plan
- Assist the Board Chair in setting agendas for Board and committee meetings
- Assist the Nominating Committee with recruiting qualified community members to the Board
- Provide new Board member orientation and ongoing development opportunities
- Keep the Board of Directors fully informed on the financial and organizational health of Lafayette Habitat and the important factors influencing it

Fundraising & Revenue Diversification

- Collaborate with COO to oversee fund development including cultivation and stewardship of individual donors, major gifts, foundations, churches, and corporate partners
- Support COO in developing the annual Resource Development plan including annual giving campaigns, monthly giving programs, special events, and planned giving. Assume the lead role for capital campaigns and high-level fundraising initiatives

- Develop relationships with strategic partners for development and deepen fundraising capabilities for the affiliate and its programs
- Identify and develop diversified revenue streams that support long-term financial resilience
- Lead grant writing activities with Lafayette Habitat staff, board of directors, and community partners as part of implementation of fundraising plans
- Make strategic asks where appropriate for the affiliate and its programs

Real Estate Development & Construction Leadership

- Lead LHFH real estate development strategy including researching, identifying, and acquiring suitable sites for new home construction
- Oversee construction operations, project sequencing, and sale of completed homes
- Expand and manage the affiliate's construction pipeline, including future subdivisions and long-term land assets
- Collaborate with construction leadership, architects, engineers, municipalities, and development partners on new home design and development
- Work closely with the Construction Director and other staff to oversee new home construction and home preservation activity, including annual build schedules, house pricing, and cost-saving measures to ensure projects stay on schedule and within budget
- Foster a safety-conscious environment for volunteers and staff, ensuring that all construction activities are conducted in a safe and responsible manner

Community Partnerships, Communications & Public Relations

- Act as the primary spokesperson and ambassador for LHFH
- Build and maintain strong working relationships and collaborative partnerships with local government, lenders, aligned non-profit organizations, housing partners/coalitions, civic leaders, businesses, faith communities, and media
- Represent the affiliate in local, state, and national advocacy efforts related to affordable housing; develop recommendations for policy changes to increase awareness and production of affordable housing
- Participate in community planning initiatives and housing policy conversations that advance equitable homeownership and neighborhood revitalization

Staff Management

- Take responsibility for the recruitment and effective employment of Lafayette Habitat staff and volunteers
- Ensure that job descriptions are developed, that regular performance evaluations are performed, and that sound human resource practices are in place
- Encourage staff and volunteer development and education, and assist program staff in relating their specialized work to the total program of the organization
- Maintain a work climate that attracts, retains, and motivates a diverse staff of top-quality people

Financial Stewardship & Operational Excellence

- Provide executive oversight of budgeting, forecasting, and financial planning aligned with diverse revenue streams including grants, fundraising and development initiatives, mortgage income, and ReStore revenues in conjunction with new construction pipeline
- Hold accountability for the affiliate's financial results and long-term sustainability by ensuring that adequate funds are available to support LHFH in fulfilling its mission
- Present the annual budget to the Board for approval in collaboration with the Finance Director and COO

- Track housing trends, funding shifts, and community needs, and adjust strategy as conditions change

Governance, Compliance & Risk Management

- Ensure full compliance with standards and practices required by Habitat for Humanity International (HFHI) as well as state and federal regulations, rules governing mortgage loan origination, and state and federal audit standards
- Oversee governance systems including bylaws, board policies, and internal controls
- Support board and committee development, onboarding, and leadership effectiveness
- Manage organizational risk related to finance, construction, real estate, federal and state grant compliance, and human resources

Qualifications

Required

- Bachelor's degree from an accredited institution
- 7+ years of experience in a senior leadership role in a nonprofit organization, or equivalent experience in a mission-driven context
- Demonstrated performance in fundraising, major gifts, grant writing, and financial management
- Proven ability to plan and organize, including the ability to anticipate tasks, set priorities, and meet deadlines under changing conditions
- Ability to articulate the Habitat mission passionately and persuasively to community leaders, stakeholder groups, donors, and the media
- Strong interpersonal skills with the ability to lead and motivate staff, volunteers, board members, and community partners
- Sensitivity to the needs of low-income families and a commitment to equitable, dignified service

Strongly Preferred

- Familiarity with residential construction, real estate development, and/or mortgage financing
- Experience working with or reporting to a volunteer board of directors
- Knowledge of HUD programs, particularly HOME Investment Partnerships and CDBG (Community Development Block Grants), USDA housing programs, and other public funding mechanisms
- Experience in a Habitat for Humanity affiliate or similar faith-based or community development organization
- Capacity to develop and sustain productive relationships with homebuyers, homeowners, repair clients, volunteers, corporate partners, and community stakeholders

Special Position Requirements

- Availability outside of regular business hours
- Reliable, insured transportation and valid driver's license
- Ability to pass a criminal background check and drug screening
- **Physical Requirements:** Frequently stands, walks, sits, and reaches; may need to lift and/or move up to 20 lbs.

Lafayette Habitat for Humanity, Inc. is an Equal Opportunity Employer.