

Job Posting: Houston Economic Growth Collaborative Managing Director

Organization: Houston Economic Growth Collaborative (HEGC)

Position: Managing Director

Location: Houston, TX

Reports to: HEGC Operating Committee

Employment Type: Full-Time. Funded for 2 years with the opportunity for extension.

About the Houston Economic Growth Collaborative (HEGC)

The Houston Economic Growth Collaborative (HEGC) is a cross-sector, community-rooted initiative committed to advancing inclusive economic growth in select neighborhoods in Houston. Grounded in inclusive values, deep collaboration, and shared accountability, HEGC brings together residents, nonprofits, funders, corporations, and other diverse stakeholders to co-develop and implement strategies that foster long-term opportunity in neighborhoods that have experienced persistent underinvestment.

Following a rigorous research and engagement process, HEGC has prioritized four neighborhoods in Northeast Houston: Kashmere Gardens, Settegast, Trinity/Houston Gardens, and Eastex-Jensen. The geographic scope may expand over time.

HEGC is currently identifying its strategic priorities, partnering with Northeast Houston residents, community leaders, city-wide nonprofits, corporate and philanthropic funders, and other key stakeholders to identify the highest priority areas where HEGC can have the most significant long-term impact. At the same time, HEGC has begun investing in the neighborhoods in several ways, including via small grants and a capacity building program for local nonprofits.

HEGC is currently organized in three core groups:

- **The Full Collaborative:** A cross-sector body that meets quarterly. Full Collaborative members partner with HEGC by aligning their organizational work and resources with HEGC's vision and act as champions of HEGC's goals.
- **The Interim Working Group (IWG):** A smaller group that meets monthly to guide strategic decision-making and provide stewardship for the broader Collaborative.
- **Task Forces:** Smaller groups made up of IWG members that advance development of different aspects of HEGC, including neighborhood engagement and action, fundraising, and governance.

HEGC is currently facilitated by a team of consultants and is initiating a search for a dedicated "Backbone" or facilitation team to take over the role of facilitating the HEGC's groups and

supporting implementation of its priorities. With funding already committed for the first two years of operations, we are initially hiring one person to lead the new Backbone entity, with the expectation of hiring an additional 1 - 2 staff over the coming year.

Position Summary

The Managing Director will serve as the first employee and leader of the Backbone team for HEGC, responsible for guiding vision and strategy, coordinating aligned activities, and facilitating the infrastructure for the collaboration. This role will play a central part in building a durable, trusted platform for inclusive growth and in supporting a broad set of stakeholders to work together in service of shared outcomes.

The Backbone team will also partner with and be supported by an Administrative Host Organization to provide operational, administrative, and fiscal support to the initiative's Backbone team. The Administrative Host will play a critical role in supporting the ongoing evolution of this structure, deepening its capacity and growth, while ensuring that HEGC's processes remain inclusive, adaptive, and accountable. In this way, the Administrative Host will play a critical behind-the-scenes role, enabling the Backbone team to effectively steward HEGC's work.

Key Responsibilities of the Managing Director

Strategic Leadership & Coordination

- Uphold HEGC's values and inclusive culture across all activities
- Guide and evolve the shared vision and strategy in collaboration with HEGC's Interim Working Group (IWG), and Full Collaborative (e.g., refining neighborhood priorities or investment focus areas)
- Facilitate regular meetings of key HEGC structures (e.g., IWG) to foster alignment on shared priorities, activities, and processes
- Support implementation of collaborative activities across stakeholders, including working groups and other partners
- Establish and implement shared measurement and data infrastructure
- Track and inform public policies related to HEGC's priorities. Over time, there is potential to build out a full policy agenda
- Partner with stakeholders to advance systemic efforts aligned with HEGC's goals

Community Engagement & Ownership

- Cultivate and sustain authentic relationships with community members and grassroots partners
- Elevate resident voice in all levels of strategy, learning, and decision-making (e.g., incorporating community input into funding priorities or program design)
- Serve as a visible and trusted connector across sectors (e.g., bridging conversations among local government, funders, and community organizations)

Operational Leadership

- Build and manage the Backbone team and staff (in partnership with the Administrative Host organization). Backbone will be supported to grow a team of 1-2 additional staff members within the first year
- Build foundational systems for Backbone and HEGC operations (e.g., IT, data, and budgeting)
- Design and manage collaborative processes and structures that support shared accountability and action (e.g., managing regular convenings, meeting prep/follow-up)

Communications & Influence

- Represent HEGC to external stakeholders
- Lead strategic communications, including updates, public storytelling, and reporting both internally and externally
- Build the credibility and visibility of HEGC in Houston and beyond

Resource Development & Sustainability

- Support fundraising efforts for both HEGC and the neighborhoods it serves
 - Work closely with the Host organization on financial strategy, budgeting, and resource alignment
 - Ensure the long-term sustainability of the Backbone and Collaborative infrastructure
-

Candidate Profile

The ideal candidate is a **collaborative, entrepreneurial, and impact-driven leader** with experience in collective impact/action, community partnerships, and systems-level work. They are a skilled facilitator, organizer, and strategist who can build trust across lines of difference and align diverse partners toward shared outcomes.

Desired Qualifications

- 7+ years of leadership experience in community development, economic mobility, public policy, philanthropy, nonprofit management, and/or cross-sector collaboration
- Demonstrated commitment to inclusive growth, removing structural barriers, and expanding access and opportunity
- Experience managing or advising multi-stakeholder initiatives or coalitions
- Excellent facilitation, relationship-building, and written and verbal communication skills
- Strong strategic thinking skills with the ability to translate big-picture goals into operational plans
- Demonstrated ability to collect, synthesize, and share data in order to track progress, make strategic decisions, assess impact, identify disparities, and communicate growth
- Familiarity with the Greater Houston nonprofit and community development systems is strongly preferred
- Experience managing and coaching staff
- Comfortable working in ambiguous environments
- Understanding of the public policy environment, particularly as it relates to economic and community development in Houston, Texas
- Self starter and entrepreneurial spirit
- Experience with managing operations and starting up new, efficient processes
- Lived experience with issues of economic mobility and other systemic barriers is a plus

Structure & Support

- This position will be employed by an **Administrative Host organization**, which will provide HR, fiscal, and operational support. The Administrative Host organization is currently being selected via a parallel process with the search for the Managing Director
- The Managing Director will report to and be guided by a dedicated subcommittee of the HEGC
- This is a **new leadership position**, with the opportunity to shape a lasting platform for collaborative impact in Houston
- This position is based in Houston, Texas, with a strong expectation for regular in-community engagement. However, work location and schedule offer flexibility.

Compensation & Benefits

HEGC is committed to both salary transparency and offering a competitive compensation package aligned with experience and local nonprofit sector benchmarks. **The salary range for this role is \$125,000-\$145,000.** The benefits package will be finalized in partnership with the Administrative Host.

How to Apply

Interested candidates should submit a resume and a brief statement of interest by EOD Sunday, October 5, to HEGCSearch@gmail.com.

To ensure a fair and consistent process, we will not be accepting conversations outside of the interview process.