



Brooklyn Navy Yard
Development Corporation
BrooklynNavyYard.org

Building 292
63 Flushing Ave, Unit 300
Brooklyn, NY 11205

Job Title: Chief Impact Officer
Employment Status: Exempt
Department: Executive
Reports To: CEO/President
Direct Reports: Vice President of Workforce Development, Vice President of Human Resources, Executive Director of Business Support Services, Grants Manager

Summary

The Chief Impact Officer (CIO) will oversee the core areas of the Yard’s social mission. The CIO will oversee all workforce development and educational partnerships, the organization’s programs that focus on helping our tenant businesses grow and add jobs as well as all outreach efforts and corporate goals related to Minority and Women Owned Business Enterprises (MWBES). The CIO will, additionally, oversee BNYDC’s Human Resources department with a particular focus on continuing to strengthen the corporate culture of the Yard and develop our employee base.

The CIO will be a visionary leader who will help BNYDC meet its mission of ensuring equitable economic development that lifts up our tenants and surrounding communities. The CIO will be a senior member of the organization’s management committee and help guide decisions across the company to ensure optimal outcomes for the company as well as our stakeholders.

The CIO must have a clear understanding of BNY’s culture and core values and be an exemplary leader with a superb business acumen. The CIO will be the primary “champion” for BNYDC’s continued efforts to create a workplace culture that values all employees and develops them to their fullest potential.

Areas of Responsibility

Community Impact

- Directly manages all workforce development initiatives including the work of BNYDC’s onsite Employment Center, and training and internship programs that collectively help nearly 1,000 members of our local community gain access to the workforce
- Ensure the Employment Center cultivates ongoing relationships with businesses on and off the Yard
- Establish effective procedures to audit, monitor, and evaluate the Employment Center’s objectives as well as grant requirements
- Manage BNYDC’s partnership with the Brooklyn STEAM Center, a cutting-edge Career and Technical Education High School that BNYDC has developed in partnership with NYCDOE
- Oversee BNYDC’s efforts to export its model of community economic development and educational partnerships to other sites with NYC and beyond



Brooklyn Navy Yard
Development Corporation
BrooklynNavyYard.org

Building 292
63 Flushing Ave, Unit 300
Brooklyn, NY 11205

- Expand BNYDC's relationships with local institutions of higher education, with a particular focus on the CUNY system
- Further BNYDC's industry leading utilization and partnership with MWBEs through our capital and operating budget procurements
- Oversees relationships with external partners such as New York City Housing Authority (NYCHA), local Community Based Organizations and BIDs
- Cultivate and manage relationships with corporate, foundation, and government funders to generate revenue and inform policy and program decisions; and support capital fundraising efforts for all of the Yard;

Tenant Services

- Oversee and expand BNYDC's programs focused on helping tenant businesses expand
- Coordinate BNYDC's interdepartmental efforts to recruit MWBEs to become tenants of the Yard
- Coordinate with other senior leadership for all tenant engagement initiatives including outreach, marketing opportunities resources, and program involvement.

Human Resources

- Oversee, in partnership with the VP of Human Resources, the full HR suite including Talent Management and Organizational Development, Compensation and Benefits, HR Operations, Strategy & Analytics and HR Business Partnering
- Develop staffing strategies and implementation plans and programs to identify talent within and outside the corporation for all positions
- Develop programs to allow the corporation to embrace applicants and employees of all backgrounds and to permit the full development and performance of all employees
- Advisor to all executive staff regarding labor relation issues, performance management, staffing budgets and other business-related functions
- Lead benefits strategy, including medical and ancillary plan design, administration, policy design, employee engagement and communication strategies
- Manages Executive administrative staff
- Plan and drive transformation as it relates to organizational design, operational efficiencies, people capabilities and culture change.

The above duties and responsibilities are not intended to limit specific duties and responsibilities of this position. It is not intended to limit in any way the authority of supervisors to assign, direct and control the work of employees under their supervision.

Required Skills and Abilities

- Demonstrated strong leadership style
- Ability to think strategically but also focus on tactical and operational issues



Brooklyn Navy Yard
Development Corporation
BrooklynNavyYard.org

Building 292
63 Flushing Ave, Unit 300
Brooklyn, NY 11205

- A track record of building strong, effective teams
- Ability to communicate effectively at all levels
- Strong project management skills
- Strong collaborative problem solving skills
- Excellent written and oral communication skills
- Working knowledge of and experience managing talent management functions such as learning and development, succession planning and performance management
- Familiarity with managing compensation, benefits, and retirement plans
- Experience working with union and non-union workforces
- Comfortable interacting with local elected officials and other community stake holders
- Ability to work occasional evenings and/or Saturdays in support of business needs

Qualifications

- Master's in related field preferred
- Bachelor's degree from an accredited college/university required
- At least 8 years of progressive management experience
- At least 10 years of experience in relevant field(s), such as human resources, workforce development or social impact