



Chief Information Officer

Position Overview:

BlueHub Capital is recruiting for a Chief Information Officer (CIO) who will play a critical role in shaping our technology strategy and ensuring its alignment with our business goals. The focus will be on strategic planning, business intelligence, operational risk, and efficient IT management. The ideal candidate will quickly learn and directly contribute to the enhancements, growth, and scalability of the business. They will partner with executives and business line leaders to drive business improvements through technology innovation. We are seeking a candidate who will be forward thinking, dynamic, and capable of nurturing ideas from concept to delivery. They must be comfortable communicating at every level in the organization and being an active participant in both business and technology discussions.

The CIO will have strong leadership experience transforming the user-IT relationship from one of demand to one of user empowerment. As part of this transformation, they must be able to create, explain, develop, and implement a holistic vision and strategy for IT. This person will have a proven track record in making difficult, cost-conscious technical investments while advancing the technological portfolio of the organization. This person needs the technical knowledge to understand proposals and be willing to challenge (when needed) vendors and staff. They must also be able to identify gaps in methodologies to provide continuous improvement, efficiencies, and "Lessons Learned".

The CIO will report to BlueHub's Chief Operating Officer. They will manage 1 or 2 support staff and several vendors who manage the day-to-day IT needs of the organization and help to advance its strategic initiatives. This is an exciting role for someone with significant IT experience who has worked in lean environments, is resourceful, and does not mind rolling up their sleeves when needed. This person will be part of BlueHub's senior leadership team and expected to have a regular presence at the BlueHub office.

Work Arrangements: BlueHub staff are working a hybrid schedule of three days of work in the office (Tu-Th) and two days of remote work (M & F).

Background: BlueHub Capital is a mission-driven, nonprofit community development financing organization focused on building healthy communities where low-income people live and work. We use innovative financial tools and deploy capital to support projects that make communities more vibrant places to live. BlueHub has four distinct programs: BlueHub Loan Fund (community development financing), BlueHub SUN (foreclosure relief), BlueHub Energy (clean energy access) and One Percent for America (citizenship financing). Since our founding in 1985, BlueHub has invested over \$2.6 billion (and leveraged over \$13.6 billion) to finance:

- Affordable housing, school facilities, child and youth development programs, community-based health centers, grocery stores, and community gathering places
- Reducing financial barriers to US citizenship
- Clean energy enhancements that expand access to solar and other renewable sources for people with low incomes
- Mortgage lending for families facing foreclosure

Reducing economic inequality is at the heart of why BlueHub exists and why we do the work we do. Our investments focus on marginalized communities, particularly those who've been systematically denied access to capital. Our offices are located in the Nubian Square neighborhood of Boston, MA. To learn more about BlueHub Capital, please visit, www.bluehubcapital.org.

Essential Duties and Responsibilities:

The essential duties and responsibilities will include, but not be limited to, the following:



- **Strategic Leadership:**
 - Collaborate with executives and business line leaders to develop and execute a Strategic IT Plan.
 - Ensure that IT initiatives align with the business objectives.
 - Continuously assess technology and cybersecurity solutions to ensure the organization is well-positioned for the future.
- **Collaboration and Communication:**
 - Collaborate with business line leaders to quickly understand their business, priorities, and requirements.
 - Gain consensus on technical decisions and ensure that appropriate IT practices are employed to deliver high-quality results.
 - Establish an IT Governance structure for improved transparency, accountability, and prioritization.
- **Business Intelligence and System Integration:**
 - Transform data from disparate business line applications into knowledge leveraging business intelligence techniques and solutions.
 - Enhance reporting and analytics to incorporate dashboards for real-time oversight of the business lines and key performance indicators.
 - Incorporate data integration, validation, and governance to improve data quality and significantly reduce manual processes.
 - Leverage AI/CoPilot to streamline processing and improve effectiveness of our mission.
- **Vendor Management:**
 - Negotiate contracts with IT vendors, contractors, and service providers.
 - Manage the vendors for user support, managed services, and managed security services to ensure the highest quality of service.
- **IT Infrastructure Management and Cybersecurity:**
 - Oversee the management and implementation of technology solutions.
 - Create and implement IT policies, protocols, and standards.
 - Oversee and ensure cybersecurity and operational risk mitigation practices are fully implemented and managed.
- **Budget:**
 - Work with the executive team to develop and manage the IT budget.
 - Evaluate the costs, value, and risk potential of new IT projects.

Other duties as assigned.

Qualifications and Skills:

- BA/BS degree and 10+ years of relevant work experience
- Experience working in the finance industry with banks or mission-focused financial institutions such as Community Development Financial Institutions (CDFI) is preferred
- Demonstrated capabilities in creating, owning, and executing on a strategic IT plan and communicating the plan and plan progress to the entire company
- Prior experience with Project Management and Business Analysis
- Experience leading IT transformations (Change Management)
- Experience managing corporate systems (Finance, HR, CRM), and the data they require
- Experience managing modern data management, reporting, and analytics applications
- Experience selecting, negotiating, onboarding, and managing multiple managed services providers
- An executive-level, mature individual who has strong interpersonal skills including:



- the ability to develop effective working relationships with others
- effective oral and written communication skills
- a willingness to share technical and business knowledge
- a demonstrated ability to resolve conflict constructively
- effective problem-solving skills
- ability to make fact-based decisions
- Interest in or commitment to social and economic justice, consistent with the mission and goals of BlueHub Capital.

Salary and Benefits:

Salary is competitive and commensurate with experience within the guidelines of BlueHub Capital's scale. As a "life cycle employer," BlueHub invests in the benefits, training, growth opportunities and infrastructure that let you envision a career here. Benefits include:

- Generous insurance benefits: Health, dental, vision, life and disability insurance, including additional reimbursement for out-of-pocket healthcare expenses
- Retirement benefits: Competitive 401(k) matching
- Unique BlueHub benefits and stipends that support employee wellness, sustainable practices and charitable gift matching
- Excellent package of vacation time and paid leave, as well as generous roll-over policies

Application:

BlueHub Capital is working with Harvard Partners on this search. Please apply online via [the Harvard Partners portal](#).

BlueHub Capital is an Equal Opportunity Employer. As an Equal Opportunity Employer, we do not discriminate on the basis of race, color, religion, sex, sexual orientation, gender, gender identity, gender expression, age, national origin, ancestry, active military or veteran status, physical or mental disability, medical condition, pregnancy (which includes pregnancy, childbirth, medical conditions related to pregnancy and childbirth, and breastfeeding and expressing breast milk), genetic information, or other protected status in accordance with applicable federal, state and local laws. It is our goal to make employment decisions that further the principle of equal employment opportunity by utilizing objective standards based upon an individual's qualifications for a specific job opening.