NEIGHBORHOOD COMMUNITY DEVELOPMENT FUND

LEADERSHIP OPPORTUNITY



Executive Director

of the

Neighborhood Community Development Fund





peter gray executive search

recruiting social impact leaders

NEIGHBORHOOD COMMUNITY DEVELOPMENT FUND

SAY



TO NCDF

Pittsburgh, PA

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THE OPPORTUNITY

Since 2000, Neighborhood Community Development Fund (NCDF) has invested in underserved communities with a mission to foster economic equity and sustainable opportunities for all.

In 2022, NCDF expanded from serving 18 Northside neighborhoods to more than 100 neighborhoods throughout Allegheny County. Since the expansion, NCDF has more than tripled its loan portfolio while staying committed to its mission.

NCDF is hiring an Executive Director to lead this essential work

NCDF's current Executive Director, Mark Masterson, is concluding his tenure after 20 years of transformative leadership.

Peter Gray Executive Search is NCDF's exclusively retained partner for this executive search.



King of Kings Construction is an NCDF loan recipient

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Press Release

Mark Masterson to Conclude Tenure as Executive Director of Neighborhood Community Development Fund

Masterson leaves 20-year legacy of supporting and revitalizing underserved communities in Allegheny County

PITTSBURGH | November 2, 2026 – Neighborhood Community Development Fund (NCDF) today announced that Executive Director Mark Masterson will conclude his tenure as the organization begins a planned leadership transition after his 20 years of service.

Masterson has led NCDF as its executive director since 2006, overseeing operations, stakeholder relationships, strategic planning, and fundraising and loan capital efforts. With more than 40 years of experience in community development and business consulting in the Pittsburgh region, he has dedicated much of his career to expanding access to capital and resources for underserved entrepreneurs and communities, advancing NCDF's mission to foster economic equity, create sustainable opportunities, and build stronger neighborhoods across Allegheny County.

"It has been incredibly rewarding to spend the past 20 years working alongside entrepreneurs, community partners, staff, and supporters who believe, as I do, that access to capital can make a meaningful difference in the lives of individuals and the strength of neighborhoods," Masterson said. "At NCDF, we've always believed in saying YES to people, ideas, and opportunities that can move communities forward. I'm incredibly proud of what we've built together, and I'm confident this organization will continue saying YES to the entrepreneurs and communities shaping the future of Allegheny County."

During Masterson's tenure, NCDF evolved from an organization primarily serving Pittsburgh's Northside into a countywide community development financial institution (CDFI) serving entrepreneurs, housing projects, nonprofits, and community development initiatives throughout Allegheny County.

Formerly Northside Community Development Fund, the organization in 2021 announced its expansion throughout Allegheny County and its new name, Neighborhood Community Development Fund. Today, NCDF provides financing and technical assistance for small businesses, affordable housing, neighborhood commercial real estate, community facilities, and energy efficiency projects.

Press Release *continued*

"Mark's leadership has helped guide NCDF through a period of tremendous growth and transformation," said Walter Nalducci, Esq., Chair of the NCDF Board of Directors. "On behalf of the Board, I want to thank Mark for his decades of service, his commitment to the communities we serve, and the strong foundation he has helped build for NCDF's future and the communities we serve. We look forward to carrying that momentum into the organization's next chapter."

As part of a planned leadership succession process, the NCDF Board of Directors has retained Peter Gray Executive Search to conduct a comprehensive search for its new Executive Director. NCDF is looking for a leader who can build on the organization's strong foundation and guide its continued impact throughout Allegheny County.

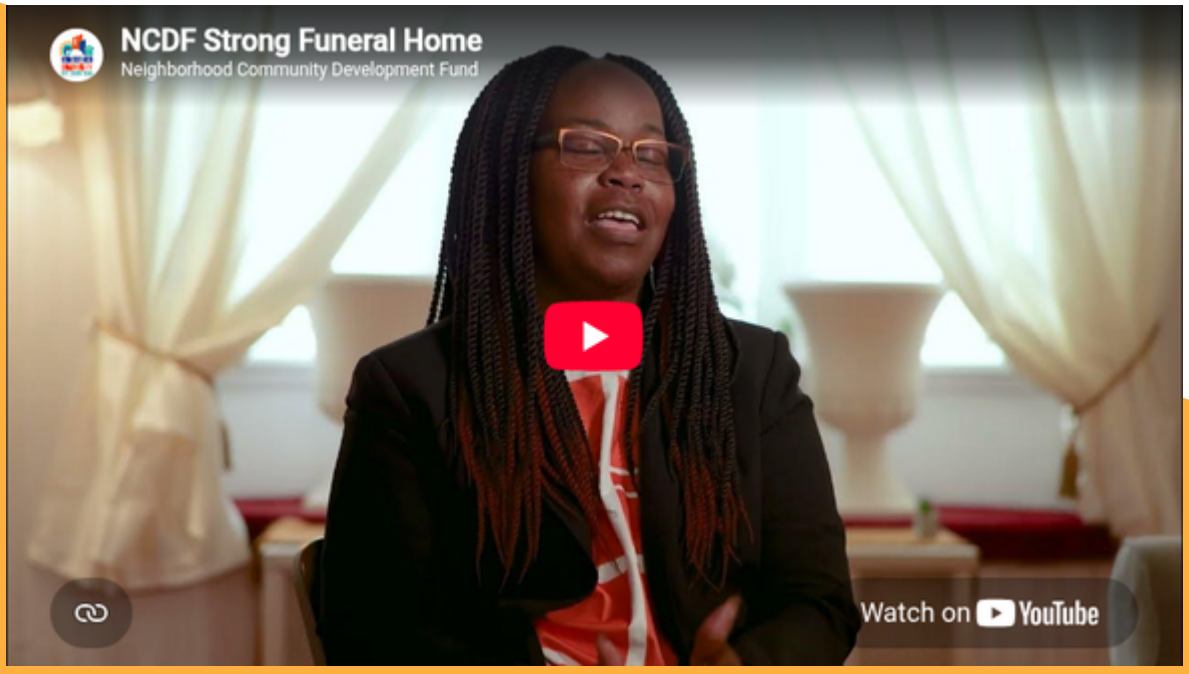
Masterson will continue supporting NCDF through the leadership transition to help position the organization, its staff, partners, and next executive director for continued success.

For more information, please visit:
Apply for Executive Director, CDFI | Peter Gray Executive Search

About Neighborhood Community Development Fund
Neighborhood Community Development Fund provides financing and technical assistance to revitalize underserved communities in Allegheny County. NCDF invests in small businesses, affordable housing, neighborhood commercial real estate, community facilities, and energy efficiency to foster economic equity, sustainable opportunities, and racial equity for all. For more information, visit the NCDF website.

Neighborhood Community Development Fund is a certified Community Development Financial Institution (CDFI) dedicated to strengthening neighborhoods and supporting small businesses throughout Pittsburgh and Allegheny County, Pennsylvania, through loans and technical assistance. NCDF lends to business startups, existing small businesses, individual entrepreneurs, community service organizations, and real estate developers focused on affordable housing and neighborhood commercial district revitalization.

With $32 million in assets, a $20 million loan portfolio and a $5 million operating budget, NCDF has grown significantly in recent years by securing new capital to expand its lending and deepen its support for borrowers. NCDF has a dedicated staff of 15+, working hybrid schedules.



Referred to NCDF by a KeyBank employee, Rena Strong went from working at someone else's funeral home to owning Strong Funeral Home and Cremation Services, the only Black woman-owned funeral home in Allegheny County.

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BY THE NUMBERS

For more, see NCDF's archive of Annual Reports.

78%

of loans to BIPOC-Owned Small Businesses

51%

of loans to Low-Income-Owned Small Businesses

1,214

jobs created/retained

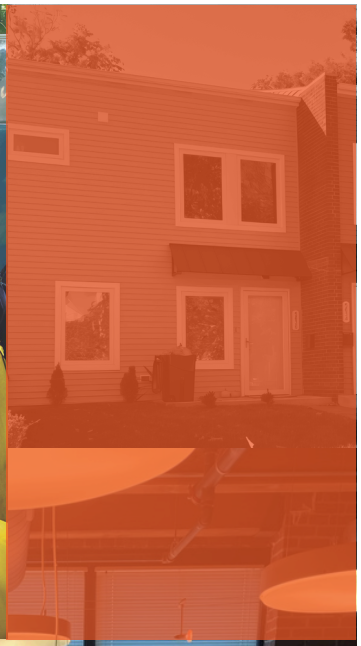
49%

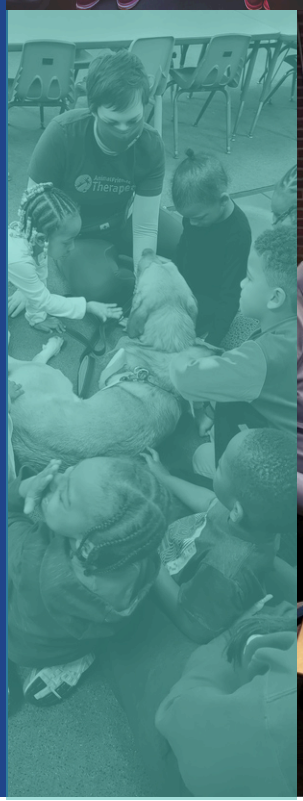
of loans to Women-Owned Small Businesses

76%

of loans ($) located in CDFI Tract









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JOB LOCATION

NCDF's office is located in Observatory Hill neighborhood in Pittsburgh's North Side.

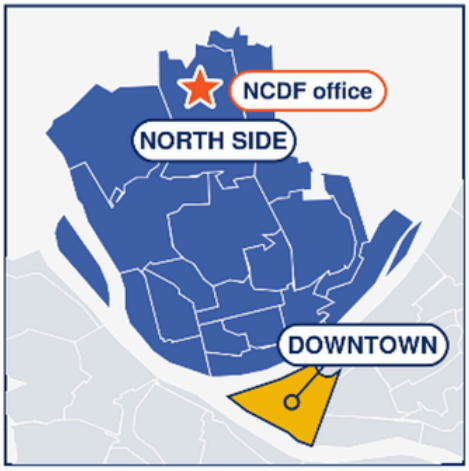
NCDF accommodates remote work and alternative scheduling based on organizational and position needs. Due to the collaborative team leadership nature of the work, this is a mostly onsite position with significant responsibilities that cannot be fulfilled remotely. NCDF's Executive Director is expected to reside in the greater Pittsburgh area; to work mostly onsite at the NCDF office; and to have regular Allegheny County-wide engagement and travel, with periodic evening and weekend commitments.

NCDF is conducting a national search, and is prepared to offer financial assistance for relocation.



Where the North Side is:

Across the Allegheny River from Downtown



North Side neighborhoods (18)

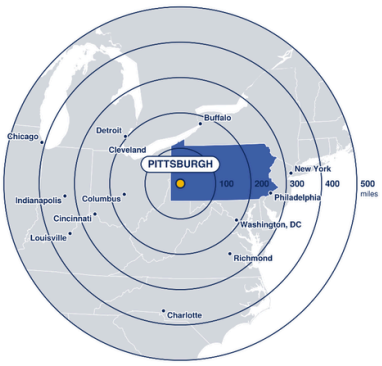
Downtown (Central Business District)

NCDF Office (3923 Perrysville Ave)

Boundaries: City of Pittsburgh neighborhoods. Gaps between shapes are rivers and outside the city.

From Pittsburgh by Car:

To Cleveland: 133 miles, 2 hours
To Columbus: 185 miles, 3 hours
To Buffalo: 217 miles, 3.5 hours
To Washington, DC: 245 miles, 4 hours
To Detroit: 287 miles, 4.25 hours
To Cincinnati: 288 miles, 4.25 hours
To Philadelphia: 305 miles, 5 hours
To Richmond: 345 miles, 5.5 hours
To Indianapolis: 350 miles, 5.5 hours
To New York: 370 miles, 6 hours
To Charlotte: 385 miles, 6 hours
To Louisville: 410 miles, 6 hours
To Chicago: 460 miles, 7 hours



Driving distances and times are approximate (rounded). Rings show straight-line distance from Pittsburgh.

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About Pittsburgh, PA

Pittsburgh, Pennsylvania is a vibrant city of about 305,000 residents. Its metro area is home to about 2.4 million residents. It is the state's second largest metro, after Philadelphia.

Located in Allegheny County, Pittsburgh is known as a world-class university and health care city. It's also a thriving hub for robotics, AI, and advanced manufacturing.

Nestled where the Allegheny and Monongahela river meet to form the Ohio, the "Steel City" is also the "City of Bridges." It is made up of 90 distinct neighborhoods, each with its own character. (See Pittsburgh things to do).



Pittsburgh is consistently named one of the most livable and affordable large cities in US rankings. Niche ranks it #14 for young professionals and #18 for buying a house, with a median home value of about $206,000, well below the national figure.

Pittsburgh is a passionate sports town, home to the six-time Super Bowl champion Steelers, the five-time World Series champion Pirates, and the five-time Stanley Cup champion Penguins. College sports thrive too, led by the Pitt Panthers, Duquesne Dukes, and Carnegie Mellon Tartans. Add pro soccer from the Riverhounds SC and amateur competition like the Pittsburgh Marathon, and there is always a game to cheer for.









About Pittsburgh, PA *continued*

Pittsburgh has a diverse, stable economy led by "eds and meds." The Pittsburgh metro's unemployment rate was 3.9% in August 2026 (compare to 4.1% statewide and 4.1% nationwide). National and global companies headquartered in metro Pittsburgh include PNC, PPG, Kraft Heinz, Wabtec, Alcoa, U.S. Steel, and Duolingo.

Pittsburgh's racial and ethnic demographics: 62% non-Hispanic White, 22% Black, 6% Asian, 4% Hispanic, 6% other.

Business and civic organizations active in Pittsburgh include the Greater Pittsburgh Chamber of Commerce, the Allegheny Conference on Community Development, the Pittsburgh Downtown Partnership, the African American Chamber of Commerce of Western PA, and the Pittsburgh Metropolitan Area Hispanic Chamber of Commerce. Leading local philanthropies include the Pittsburgh Foundation, the Heinz Endowments, and the Richard King Mellon Foundation.



Beyond the city, Allegheny County is home to approximately 1.24 million residents and 130 municipalities, offering a diverse mix of urban neighborhoods, historic boroughs, suburban communities, and business districts. The county also offers an extensive system of nine parks spanning more than 12,000 acres, providing abundant opportunities for recreation and outdoor activity. Together, Pittsburgh and its surrounding communities offer the amenities of a major metropolitan region alongside the distinctive character of the many communities that call Allegheny County home.

Pittsburgh also offers a vibrant arts and cultural scene, with Broadway productions, theater, dance, live music, film, and visual arts throughout the year. Downtown's Cultural District is home to venues including the Benedum Center, Byham Theater, Heinz Hall, O'Reilly Theater, and August Wilson African American Cultural Center, while festivals, galleries, museums, and neighborhood events offer plenty to explore across the city year-round.

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JOB DESCRIPTION

NCDF seeks a visionary and experienced Executive Director to lead the organization into its next stage of growth. Reporting to the Board of Directors and working closely with the Board Chair, the Executive Director oversees all aspects of NCDF's operations, including strategy, lending, technical assistance, capital raising and fundraising, financial management, and external relations. The successful candidate will bring a deep commitment to NCDF's mission, strong experience in CDFI or community lending, and a proven record of growing organizations and their impact.

Key Responsibilities

Program Management

- Set strategy and direction for NCDF's small business, commercial real estate, and affordable housing lending programs, consistent with program criteria and all contract, grant, and investment requirements.
- Hold lending team accountable for sound underwriting, documentation, monitoring, and collections, and for strong portfolio quality.
- Provide strategic direction for technical assistance programs that pair capital with hands-on support for borrowers.
- Develop, implement, and evaluate programs that advance the mission, identifying emerging trends and opportunities in community development finance.
- Ensure effective marketing of loan products and other NCDF initiatives.
- Incorporate Community Reinvestment Act (CRA) considerations into lending and partnerships with financial institutions.

Strategic Leadership

- Lead implementation of NCDF's FY2026-2030 Strategic Plan and shape the organization's long-term vision in alignment with its mission and values.
- Provide leadership and direction to staff and the Board of Directors to ensure effective execution of strategic goals and initiatives.
- Expand NCDF's reach and impact as a CDFI throughout Allegheny County.
- Foster a culture of innovation, collaboration, and accountability throughout the organization.

Fundraising and Development

- Lead NCDF's fundraising efforts, including foundation and corporate grants and government funding from local, state, and federal sources, including the CDFI Fund.
- Raise and renew lending capital, including notes payable from banks, foundations, and impact investors.
- Cultivate and steward relationships with funders, lenders, investors, and government leaders to support NCDF's mission and financial sustainability.
- Develop and implement strategies to diversify NCDF's funding sources and increase revenue.

Job Description *continued*

Financial Management and Compliance

- Provide guidance to the finance team for NCDF's annual budget and financial plans in collaboration with the Board of Directors and finance committee.
- Ensure compliance with all applicable laws and regulations, CDFI certification requirements, and contract and grant obligations.
- Ensure timely and accurate reporting to funders, investors, and the Board.
- Monitor financial performance and use data to guide resource allocation and maximize impact.

Organizational Leadership

- Recruit, manage, develop, and evaluate staff, ensuring sufficient skilled personnel for the Fund's performance.
- Provide regular feedback, coaching, and mentorship, and align individual performance objectives with organizational goals.
- Oversee day-to-day operations and manage projects from inception to completion, including planning and budgeting.

External Relations and Advocacy

- Serve as NCDF's primary spokesperson and advocate with stakeholders, policymakers, and the media.
- Build and maintain relationships with foundations, financial institutions, elected officials, and government agencies at the local, state, and federal levels.
- Partner with community organizations, nonprofits, and business associations to ensure NCDF's priorities align with community needs.
- Represent NCDF on external boards, committees, and industry networks to advance the field and raise NCDF's profile.
- Enhance NCDF's visibility through strategic communications, marketing, and public relations.

Board Relations

- Serve as the primary contact and support for the Board of Directors, providing full and timely information to the Board and its committees.
- Implement Board policies and directives, and support the Board in maintaining compliance with the bylaws and other corporate policies.
- Advise on Board composition to ensure compliance with all regulatory requirements.

Job Description continued

Qualifications

- Significant senior leadership experience, typically 10 or more years, in a CDFI, community lender, bank, or related nonprofit organization. CDFI management experience strongly preferred.
- Experience in small business, commercial real estate, and/or affordable housing finance.
- Proven record of fundraising and capital raising, including grants, government funding, and debt capital for lending.
- Strong financial management skills, including nonprofit budgeting and grants management.
- Excellent communication, interpersonal, and leadership skills, with the ability to inspire and motivate staff, board members, and stakeholders.
- Cultural competency and commitment to engaging diverse communities, borrowers, and stakeholders.
- Demonstrated commitment to NCDF's mission and to professional ethics.
- Bachelor's degree or equivalent practical experience required; advanced degree is a plus.



Faster than the red tape of a traditional bank, NCDF's financing gave Mark D. Lay the capital to meet payroll and grow A1 Resources, which began as a small effort to help 10 or 15 people re-enter the workforce, into a company with more than 150 employees.

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SALARY & BENEFITS

NCDF's Executive Director position has a salary range of $190,000 - $230,000.

NCDF's excellent employee benefits plan includes:

- Medical, dental, and vision insurance with 100% employer-paid premiums for employees.
- Retirement plan with up to 3% employer match.
- Employer-paid life and disability insurance.
- Generous paid time off and holiday schedule.



When regional banks were too risk-averse to lend, NCDF financed all of the equipment Allegheny City Brewing's three owners needed to open their North Side craft brewery.

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INTERESTED?

Deadline: rolling

The position is open until filled. It was announced on **November 2, 2026.** Rather than setting an application deadline, we are considering applications and holding interviews on a rolling basis, with first-round interviews starting in early January. For best consideration, please apply promptly; and please complete all questions in the application, including the cover letter/personal statement. Our goal is to fill this position by April 2027.

Please apply confidentially: **Click here to apply**

NCDF has exclusively retained Peter Gray Executive Search to conduct the search for its new Executive Director. Peter Gray Executive Search is a social impact executive search firm.

NCDF and Peter Gray Executive Search are equal opportunity employers, committed to attracting candidates representing a diverse range of backgrounds. NCDF strongly believes it benefits from the perspectives and talents of a diverse staff.

ABOUT PETER GRAY EXECUTIVE SEARCH



Peter Gray (he/him) is a recovering Wall Street recruiter who now recruits social impact leaders and fights bias in hiring.

As founder and CEO of Peter Gray Executive Search, he guides nonprofit organizations and social impact employers through leadership succession and other strategic hiring.

Peter began his career in executive search at Korn Ferry in New York City. Before that, he was a management consultant at CSC Index, the firm that pioneered business process reengineering.

Peter gives back as a member, adviser, and supporter of several nonprofit and civic organizations. A former Boys & Girls Club kid, he serves on the board of the Boys & Girls Clubs of Dane County, Wisconsin. Through his own fundraising and his leadership of fundraising campaigns, he has helped raise over $10 million for the Boys & Girls Clubs.

Awards include the In Business Madison Executive Choice award, the Boys & Girls Clubs of Dane County's Volunteer of the Decade and Mentor of the Year awards, the Aviva Youmanity Award, and the Wisconsin Bicycle Federation's Advocate of the Year award. Current and past committees include Madison Rotary, Downtown Madison Inc., United Way of Dane County, Foundation for Madison's Public Schools, Madison Public Market, and the Madison Area Diversity Roundtable.

Peter holds a BA from Harvard University, and an MBA from Columbia Business School.

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