

## Trust Neighborhoods

**Title:** MINT Asset Manager

**Location:** Fresno, CA

**Timing:** Immediate



### **About Trust Neighborhoods**

Trust Neighborhoods is a nonprofit dedicated to helping neighborhoods facing gentrification fight displacement and direct their own investment. Our team is motivated by reversing decades of unjust and racist disinvestment in our centrally-located neighborhoods and a belief that a different future for neighborhoods is possible, necessary, and urgent. We believe that there can be more neighborhoods that are diverse, mixed-income, and deliver opportunity for everyone.

Trust Neighborhoods works with existing neighborhood-based organizations across the US in communities at risk of gentrification and helps them secure affordable housing and retail before pricing pressure displaces renters. Core to Trust Neighborhoods' work is creating the Mixed-Income Neighborhood Trust (MINT) model. Trust Neighborhoods supports neighborhood-based organizations in launching MINTs that use outside investment to buy, renovate, build, and manage high-quality, affordable rental housing and retail to preserve affordability, prevent displacement, and enable community governance.

Trust Neighborhoods created the MINT model in 2020 and has launched five MINTs in Boston, Denver-Aurora, Fresno, Tulsa, and Kansas City. In five years, the MINT model has gained national recognition as an innovative and promising solution to housing affordability. Trust Neighborhoods and MINTs have been funded by public, private, and philanthropic partners such as Marguerite Casey Foundation, Melville Charitable Trust, Draper Richards Kaplan Foundation, the Boston Impact Initiative, and New Profit. The organization has also been selected into UC Berkeley's [Housing Lab](#) and as a finalist for the [Enterprise / Wells Fargo Housing Affordability Breakthrough Challenge](#). We are building our team to meet the demand we're seeing for MINTs from dozens more communities across the country.

### **About the role**

Trust Neighborhoods is seeking a MINT Asset Manager to strengthen and optimize performance across the Central Fresno Neighborhood Trust ("CFNT"). The asset manager will work directly with Lowell Community Development Corporation (Lowell CDC) under a six-month contract. Lowell CDC is a community-based organization with a mission to improve the quality of life in the Lowell neighborhood through community engagement, equitable housing, and historic diversity. Lowell CDC is the majority owner and general manager of the Central Fresno Neighborhood Trust (CFNT). This role would be the first of its kind, providing direct asset management support on the ground for a MINT. This role reports to the Senior Asset Manager and works closely across the entire MINT team.

MINT asset management includes:

- Responsible for end-to-end oversight of CFNT's real estate portfolio, balancing financial performance, operational excellence, and mission alignment

- Serve as the day-to-day Trust Neighborhoods' representative across asset management, property management, acquisitions, capital improvements, and third-party oversight, while advancing Lowell CDC's community development mission
- The position will require in-person work in Fresno, CA for a period of 6 months with a potential opportunity to extend and transition to remote work

**Specifically, in collaboration with the Lowell CDC team, this individual will:**

#### Portfolio & Asset Management (MINT Model Stewardship)

- Oversee the day-to-day performance of the existing small multifamily portfolio in alignment with both financial objectives and the MINT model's community-governance principles
- Ensure properties are operated in a manner that supports housing stability, equity, and long-term community benefit
- Monitor asset performance, cash flow, operating expenses, reserves, and compliance with nonprofit, public, and mission-driven requirements
- Work with Lowell CDC and Trust Neighborhoods staff to produce a business plan and feasibility analysis evaluating a process for transitioning to in-house property management

#### Capital Improvements & Value Creation

- Plan, budget, and oversee major capital improvement projects across the portfolio, ensuring capital investments are cost-effective and enhance:
  - Long-term asset durability
  - Resident quality of life
  - Energy efficiency and sustainability where feasible

#### Third-Party Oversight & Operations

- Manage and evaluate the third-party property manager, who is responsible for day-to-day operations and leasing
- Oversee general contractors and vendors, including relationship building, scope review, pricing, scheduling, and quality control

#### Acquisitions & Portfolio Growth

- Manage the acquisitions pipeline to grow the portfolio from 17 units to 50+ units in a mission-aligned manner
- Source and evaluate acquisition opportunities that support equitable housing and community development outcomes
- Perform financial underwriting, market analysis, and return modeling
- Lead due diligence (physical, financial, legal, and mission alignment)
- Negotiate purchase terms and support transaction closing activities
- Coordinate with brokers, lenders, attorneys, and public or philanthropic partners

#### Governance, Compliance & Reporting

- Work with Trust Neighborhoods staff to support administrative and governance functions related to:
  - Funder compliance and reporting
  - Ownership structures and documentation

- Insurance and risk management
- Prepare periodic financial and operational reports for leadership, boards, and stakeholders
- Maintain organized records related to leases, contracts, capital projects, and transactions

**Experience and qualifications:**

Required

- 5+ years of experience in multifamily asset management, property management, acquisitions, real estate operations, and/or community development
- Experience managing small to mid-size multifamily portfolios preferred
- Strong financial analysis and underwriting capabilities
- Proven ability to manage and hold accountable third-party property managers, general contractors, and vendors
- Familiarity with governance, compliance, and reporting requirements in nonprofit or community development contexts
- Ability to operate independently in a hands-on, growth-stage organization
- Strong project management, negotiation, and organizational skills
- High organizational capacity and comfort managing multiple concurrent projects
- Based in Fresno, CA, or ability to travel to Fresno 3+ days per week

Preferred

- Experience working with community-based organizations or mission-driven real estate
- Experience with a variety of asset types and portfolios of varying sizes, ideally including scatter-site portfolios
- Understanding of common affordable housing funding structures and local regulatory environments
- Fluency in Spanish

**Salary & logistics:**

The annualized salary range for this position is \$80,000–\$100,000. Because this role is a six-month term, compensation will be prorated, with a total range of \$40,000–\$50,000. In addition, Trust Neighborhoods provides a comprehensive benefits package including health, dental, and vision insurance; professional development stipend; flexible benefit stipend; and unlimited vacation policy.

**Our values:**

**Trust neighborhoods**

When in doubt, trust the neighborhood. We are a service to the passion, creativity, and potential of residents, to neighborhoods being their best selves. We must be worthy of trust, through the quality of our work and actions.

**Get proximate**

We believe staying close to the issues we are trying to address and the people we want to support provides energy and insight.

**Embrace learning for ourselves and others**

Learning makes us better. From our failures. From our feedback. From a diversity of perspectives. From our curiosity.

**Be intentional about process**

Good process creates good. We evaluate ourselves based on the quality and equity of our processes, not just our outcomes.

**Cultivate our playground**

We take our work seriously, but not ourselves. We foster lightness and belonging alongside intense ambition. This breeds our creative and open culture, which produces good ideas.

**Application process:**

Please submit applications by Friday, April 10. Applications will be reviewed on a rolling basis.