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ROBERT K. RADLIFF, JR.

PROFESSIONAL EXPERIENCE

Executive Director 10/13 – present

(previous Acting Director and Director of Development)

Erie Canalway National Heritage Corridor &

Erie Canalway Heritage Fund, Inc., Waterford, NY

Chief executive of national heritage area implementing award-winning Preservation and Management Plan. Responsible for resource stewardship, strategic directions, annual work planning and budgeting, human resource management, fiscal management, financial resource development, and day-to-day operations, in accordance with policies established by a federal Commission and a nonprofit Board of Directors. The Erie Canalway National Heritage Corridor was designated by Congress in 2000 to recognize the national historical significance of the waterways, landscape and culture of a 524 mile long Corridor. Working closely with the National Park Service, several NYS agencies, local municipalities and residents, the organization preserves the extraordinary heritage, promotes the area as a world-class destination and fosters vibrant communities connected by the waterways. Primary responsibilities include:

- **Organizational Planning and Development:** lead development of annual work plans, goals and activities consistent with enabling legislation and approved Preservation and Management plan; work with staff to implement preservation, educational, promotional and technical assistance programs; identify, build and maintain strategic networks and partnerships
- **Human Resource Development and Management:** recruit, develop and manage professional staff (including shared oversight of NPS employees) and volunteers on federal Commission, nonprofit Board and Committees; maintain high ethical standards and build organizational loyalty
- **Administration and Fiscal Management:** oversee all aspects of operations, including budgeting (FY 17: \$2M), finances and accounting; assure all audits, federal and state reports submitted in timely manner
- **Resource Development:** identify, develop and secure private and public resources for operations and special projects; work closely with non-federal staff and volunteers on prospects and cultivation
- **Community Relations:** identify and nurture target audiences, including new visitors, supporters and advocates; communicate accurately and clearly; represent organization in community and at press conferences, meetings or events; speak to media

Executive Director 10/96 – 10/13

Community Loan Fund of the Capital Region, Inc., Albany, NY

Chief executive of \$12M financial institution, with a community economic development mission. Key leadership role for 17 years in growing organization's

impact, capacity and reputation. Responsible for strategic directions, business plan implementation and day-to-day operations, in accordance with policies established by a Board of Directors. The Community Loan Fund, capitalized by socially concerned donors and investors, provides loans, training and technical assistance to nonprofit groups, small businesses, cooperatives, and homeowners. Primary responsibilities included:

- **Strategic Planning and Organizational Development:** led development of long-term vision, goals and activities; identified, built and maintained strategic networks and partnerships
- **Human Resource Development and Management:** recruited, developed and managed diverse professional staff and volunteers on Boards and Committees; maintained high ethical standards and built organizational loyalty
- **Fiscal Management:** oversaw all aspects of budgeting, finances and accounting, including financial statement preparation and presentation
- **Fundraising and Capitalization:** identified, developed and secured private and public resources for operations, special projects and institutional growth
- **Program and Product Development:** identified, developed and launched new initiatives, products and services
- **Project Underwriting and Asset/Portfolio Management:** reviewed business plans, financial statements and cash flow projections; managed decision-making processes; managed loan portfolio and other assets
- **Community Relations:** identified and nurtured target audiences, communicated accurately and clearly; represented organization in community and at meetings or events; spoke to media

Executive Director

02/10 – 10/13

Albany Center for Economic Success, Inc., Albany, NY

Served simultaneously (see above) as chief executive of nonprofit organization that owned and managed a small business incubator and community development facility. After months of due diligence and negotiations, the Community Loan Fund became the sole corporate member of the Albany Center for Economic Success and began managing the organization in February 2010. Primary responsibilities included:

- **Strategic Planning and Organizational Development:** negotiated corporate restructuring and led organization through significant period of change; repositioned group as affiliate of Community Loan Fund
- **Fiscal Management:** managed all financial and related aspects of organization
- **Facility Improvement and Management:** identified, planned and implemented all capital improvement projects and monitored all maintenance activities; obtained U.S. EPA energy-efficiency certification
- **Fundraising and Contract Management:** secured all necessary resources for operations, capital improvements and special projects; managed performance contracts and prepared all required reports
- **Human Resource Management:** managed contracted staff and consultants, along with building and maintenance contractors; also managed the Board
- **Community Relations:** identified and nurtured target audiences, communicated accurately and clearly; represented organization in community and at meetings or events; spoke to media

Loan Officer/Affordable Housing Representative 10/95 – 11/96
OnBank & Trust Co. (now M&T Bank), Albany, NY
Developed and met bank's affordable housing lending goals in the Capital Region. Originated reverse mortgages as one of area's leading home equity conversion lenders and other government insured loans. Developed low down payment product. Participated in Community Reinvestment Act (CRA) activities.

Executive Director 7/90 – 11/95
Albany Community Land Trust, Albany, NY
Chief executive of nonprofit corporation that purchased real property then renovated and resold buildings and improvements to individual households with land being held in trust to preserve affordability in perpetuity. Responsible for overall organizational development and day-to-day operations, coordinated growth in capacity and total assets. In 1995, organization gained national recognition with receipt of "Excellence in Affordable Housing" award presented by the U.S. Department of Housing and Urban Development. Primary responsibilities included:

- **Strategic Planning and Organizational Development**
- **Human Resource Management:** professional staff and volunteers
- **Fiscal Management:** all aspects
- **Development and Fundraising:** identified, cultivated and secured all resources necessary for operations and projects
- **Project Acquisition, Development and Financing:** identified sites for purchase, developed pro formas and secured all necessary financing for acquisition, renovations and maintenance
- **Property Management and Stewardship:** managed real estate holdings; balanced individual and community short and long-term interests
- **Community Relations:** managed delivery of messaging, handled customer and public inquiries and concerns, spoke at various events

Neighborhood Planner 10/87 – 7/90
West Hill Improvement Corp., Albany, NY
Planner and grant writer for nonprofit neighborhood revitalization organization. Managed projects from conception to completion. Coordinated real estate closings. Secured grants and loans from private, state and federal agencies for operations and affordable housing development projects.

EDUCATION

State University of New York at Albany 2004
Master of Business Administration (MBA).

Siena College, Loudonville, NY 1996
American Institute of Banking - Principles of Banking.

Manfred Real Estate Learning Center

1995

After completing training course, obtained license as Real Estate Salesperson; presently unaffiliated with a broker.

State University of New York at Plattsburgh

1987

Bachelor of Arts – Environmental Science. Individual concentration in Planning, Geography, and Latin American Studies. Also attended the Miner Institute in Chazy, NY – applied environmental research and intensive coursework in Ecosystem Analysis, Forest Ecology & Management, and independent projects.

AWARDS AND AFFILIATIONS

- Brian O’Shaughnessy Award – Community Loan Fund of the Capital Region, 2013
- Chair, Economic Development Committee, Capital Region Sustainability Plan, 2012
- Jim Perry Progressive Leadership Award – Citizen Action of the Capital District, 2011
- 40 under 40 Award Winner – *Capital District Business Review*, 2001
- Affordable Housing Partnership of the Capital Region, former Board Member and President
- Community Realty, former Advisory Member
- Fox Creek Press, current Board Member
- Helping Hands School, former Board Member
- Town of Stillwater, former Member of Planning Board and Open Space Committee

OTHER INTERESTS

- Running & Basketball
- Camping & Canoeing
- Reading
- Gardening

REFERENCES

References made available upon request.