

Job Announcement Vice President of Tech Equity

The National Fair Housing Alliance (NFHA) has an immediate opening for a full-time position to lead NFHA's new Technology Bias Remover Initiative. NFHA is the only national organization dedicated to eliminating housing discrimination and promoting residential integration in America. Founded in 1988, NFHA is a consortium of private, non-profit fair housing organizations dedicated to promoting equal housing, lending, and insurance opportunities through education, outreach, advocacy, training, research, and enforcement. For more information about NFHA, visit www.nationalfairhousing.org.

Position Summary:

The Vice President of Tech Equity is a vital member of the NFHA leadership team. The position requires a professional, energetic, creative, and organized person with substantive experience in developing algorithmic and artificial intelligence (AI) systems and project management. Experience with evaluating the civil rights ramifications of AI is a plus. The VP of Tech Equity will help lead NFHA's work to advance policies, educational resources, tools, and mechanisms for diminishing and ultimately eliminating bias in technologies used in the housing and lending sectors. In this role, the VP of Tech Equity will manage NFHA's *Bias Remover Initiative*. The goal of this project is the development of a risk-based pricing system using artificial intelligence and state of the art debiasing techniques, as well as the development of an open-source sandbox of debiasing tools. The project entails collaboration with industry leaders, data scientists, engineers, academics, and policy analysts to build cutting-edge software intended to make algorithmic decisioning fair for all consumers. The VP of Tech Equity will also help establish and staff a Tech Equity Advisory Council.

The VP of Tech Equity is responsible for providing project planning, strategy, and management for NFHA's technology initiatives and ensuring that projects are completed to specifications, within established time frames and budgets. The VP of Tech Equity will also hire and train a dynamic team to implement NFHA's technology initiatives and work to improve all aspects of these projects, including effective management of resources.

The VP of Tech Equity will have a strong and demonstrated commitment to fairness, racial equity, diversity, and inclusion.

Responsibilities:

- Serve as Project Manager for the Bias Remover Initiative (BRI).
- Design, initiate, implement, monitor, and oversee the BRI, including the creation and execution of short and long-term project road maps.

- Ensure the project goals and deliverables are implemented and completed in a timely manner and within budget parameters.
- Accomplish financial objectives by forecasting requirements, preparing and managing an annual budget, scheduling expenditures, analyzing variances, and initiating necessary corrective actions.
- Ensure quality control over product development and all other aspects of the initiative.
- Promote the explainability of the BRI to help secure support for debiasing techniques.
- Advance principles of fairness, racial and gender equity, diversity, and inclusion.
- Direct research and development for the BRI and coordinate with other stakeholders to help advance research regarding reducing bias and discrimination in technologies used in the housing and lending sectors.
- Explore new research on debiasing and prejudice-reducing techniques and examine their efficacy for the BRI.
- Produce reports, blogs, and articles to report the learnings and benefits of the Bias Remover.
- Strategize with the NFHA Communications team to appropriately represent and raise the profile of the BRI.
- Serve as a public face of the BRI and strategically influence key stakeholders by building and maintaining relationships with housing and lending industry leaders, technology experts, regulators, legal experts, academics, public policy experts, civil and human rights professionals, and public officials.
- Assist in the establishment of and provide staffing for NFHA's Tech Equity Advisory Council, including identifying potential members, inviting members, convening meetings, establishing meeting agendas, inviting speakers for presentations, keeping members apprised of developments, and interfacing with members as appropriate.
- Maintain professional and technical knowledge by attending educational workshops, reviewing professional publications, establishing personal networks, benchmarking state-of-the-art practices, and participating in professional societies.
- Manage staff effectively by communicating job expectations; planning, monitoring, and appraising job results; coaching, counseling, and disciplining employees; ensuring that staff develop and hone skills; and initiating, coordinating, and enforcing systems, policies, and procedures.
- Maintain staff by recruiting, selecting, orienting, and training employees
- Maintaining a safe and secure work environment.
- Participate in professional conferences, workshops, forums, and other events to promote and further the goals of NFHA and the BRI.
- Work with the CEO and development team to procure adequate funding for the tech bias initiative.
- Adhere to NFHA's policies and procedures.

Experience Requirements:

- Experience with building and shipping visionary and explainable machine learning products.
- A creative problem solver who lives at the intersection of Fairness, Technology, Policy, and Business.
- A proactive self-starter with demonstrated creative and critical thinking capabilities.
- Ability to use data and metrics to back up assumptions, make recommendations, and drive action.
- Superior organizational and project management skills with an ability to complete projects on time and within budget.
- Experience with mortgage loan underwriting and pricing and familiarity with housing finance regulations.
- Excellent public-speaking, communication, and writing skills.
- Experience with people and team management.
- Strong and demonstrated commitment to justice, civil rights, and equity.

Preferred Qualifications:

- Bachelor's Degree in Data Science or Software Engineering.
- 3+ years of experience in agile product management at a machine learning-led tech company or research lab.
- Prior product experience in the field of machine learning ethics, fairness, and transparency.
- 3+ year(s) experience with enterprise platform products.
- Experience working with cross-functional teams to productize novel research approaches and/or put these into production.
- Ability to interpret a confusion matrix or a Receiver Operating Characteristic curve and link it with business and policy Objectives and Key Results.
- Ability to analyze data using Structured Query Language, Tableau, or similar BI tools.
- Demonstrated ability to simplify and present technical concepts to non-technical partners to explain impact and drive support.
- Ability to work independently and in a virtual environment.
- Demonstrated commitment to civil and human rights.
- Ability to represent the National Fair Housing Alliance in a professional and exceptional manner.
- Ability to travel up to thirty percent (30%) in a non-COVID-19 environment.

Application Process:

Salary commensurate with experience with health, vision, dental, and retirement benefit plans provided. NFHA is an equal opportunity employer that values and encourages diversity in its workforce. Interested applicants should send a resume, writing sample, and cover letter to: personnel@nationalfairhousing.org.

Applications are due by October 30, 2020. The position will remain open until filled.
