



JOB POSTING

Director of Public Housing

The Housing Authority of the City of Bloomington seeks applicants for a key management position: Director of Public Housing. This full-time position will oversee public housing program operations, including tenant screening, unit assignment and occupancy monitoring, rent calculation, delinquent account management, lease compliance, and ensuring all program operations comply with agency standards and federal regulations. The Director of Public Housing will lead a team of employees and help develop policies and procedures for the program.

The position requires a bachelor's degree with coursework in business administration, social science, human services or a related field or previous work experience with affordable housing or other complex government programs. A minimum of ten years of experience in housing, human services, or public administration with at least three years of supervisory and program management experience is required.

The Director of Public Housing will be required to exercise independent judgment, ensure compliance with detailed regulations, maintain good tenant relations, and coordinate work with other parts of the organization. Proficiency in Microsoft Office software and housing management software required. Public Housing Management certification must be obtained within one (1) year of employment. A valid Illinois driver's license is required.

The anticipated starting salary range for the Director of Public Housing position is \$56,000 to \$68,000/year, depending on experience and qualifications. A comprehensive benefits package including health insurance and generous employer-funded retirement plan is also offered.

Qualified candidates for the Director of Public Housing position should submit a resume and cover letter to Jeremy Hayes, Executive Director, 104 E. Wood Street, Bloomington, IL 61701 via email at kristineg@bloomingtonha.com. Candidates are encouraged to apply by February 28, 2020 but resumes will continue to be accepted until the position is filled. The Housing Authority of the City of Bloomington is an equal opportunity employer (EOE).