

Executive Director
Greenfield Housing Authority
Greenfield, MA

The Greenfield Housing Authority (GHA) seeks an experienced and innovative housing administrator to lead and manage its programs, properties, and contracts. The GHA owns and operates 127 units of state-aided elderly/handicapped public housing, 114 units of state-aided family housing, administers 113 state MRVP vouchers, and 526 federal HCV vouchers. In addition, the GHA also serves as the property manager for a 55-unit SRO property, and several other small properties.

Required Minimum Qualifications: A minimum of 6 years' experience in housing management, community development, public administration, or a closely related field; knowledge of the principles and practices of housing management, finances, and maintenance systems in public and private housing; excellent written and verbal communication skills; knowledge of laws regulating State and Federal housing programs; clearly demonstrated management and organization skills, and; experience working collaboratively with community leaders, other housing organizations, and people of various socio-economic backgrounds. Certification as a Public Housing Manager from a HUD/EOHLC approved accrediting organization is desired or must be obtained within one year of employment. The successful candidate must be able to pass a criminal background check prior to final selection.

Preferred Qualifications: Experience with development of affordable housing is desired.

The annual salary range is between \$115,000 and \$125,000 per year depending upon experience, certifications, and in accordance with the EOHLC Executive Director Salary Schedule/Calculation worksheet. The work week is 37.5 hrs. per week and includes a generous benefit portfolio.

Candidates should apply in confidence by submitting a cover letter and resume to MassNAHRO, 990 Washington Street, Suite 209, Dedham, MA 02026, ATTN: Greenfield E.D. Search or email info@massnahro.org. For a complete job description go to:

<https://files.constantcontact.com/a08b9b0e001/93c19f3c-63df-45b7-8cc8-5aeeb8a7c15b.pdf>

Managing agent respondents should submit a proposal to that same address.

Closing date is close of business on Friday, June 14, 2024. Late submissions will not be accepted.

The **GHA** is an Equal Opportunity Employer. Minorities, women, veterans, and people with disabilities are strongly encouraged to apply.