

The Leominster Housing Authority (LHA) located in Northern Central Massachusetts, seeks highly qualified applicants for the position of **Executive Director**. The LHA consists of 73 units of Ch. 200; 8 units of CH. 705; and 341 units of CH. 667 housing. In addition the LHA manages 399 federal vouchers and 16 state vouchers. The LHA also has Management Agreements with the Sterling Housing Authority; Lunenburg Housing Authority; West Boylston Housing Authority; and the Leominster Development Corporation. These Management Agreements encompass an additional 24 units of Ch. 705; 124 units of Ch. 667; 8 beds of Ch. 689; and 22 units of privately funded housing. The Executive Director reports to a five member board. The LHA utilizes the Massachusetts Department of Housing and Community Development's (DHCD) Executive Director Job Description.

Required qualifications: Six years' experience in the field of housing management, community development, public administration, or a closely related field. Must have a working knowledge of fiscal management, maintenance systems, personnel and administrative management systems in public or private housing; one year's supervisory experience of a staff of seven or more is required; excellent verbal and written skills necessary in order to effectively communicate with local officials, boards, residents and funding agencies.; considerable knowledge of local, state and federal housing laws and regulations as they relate to housing development, management, construction of local housing authority operations; Bachelor's Degree in a related field (Advanced degrees may substitute for up to three years' of experience); Must be Bondable; Certification as a Public Housing Administrator through a national recognized housing association, HUD approved or DHCD approved program experience working with people in various socio-economic backgrounds.

Preferred qualifications: Familiarity with DHCD RCAT program; experience with public housing management software systems; management experience in a large (over 500 units) public or private

housing setting; experience with Management Agreements of other housing entities; experience managing 12 or more staff.

Salary Range: Estimated salary range \$115,000 to \$140,000 and is commensurate with experience and education.

Instructions: Please submit resume and cover letter to Executive Director Search, Attn: Gregg Lisciotti, c/o Leominster Housing Authority, 100 Main Street, Leominster, MA 01453 or as attachment to EDSearch@leominsterha.com. Must be submitted by 4:00 p.m. on March 1, 2019.

The Leominster Housing Authority is an Equal Opportunity Employer