



## The Opportunity: Executive Director Akron Metropolitan Housing Authority

The Executive Director position at Akron Metropolitan Housing Authority (AMHA) offers an opportunity to lead the day-to-day operations and long-term strategic vision of one of the country's most highly regarded housing agencies. The AMHA provides quality affordable housing options to approximately 10,000 households throughout Summit County. AMHA's public housing program consists of over 4,000 apartments and single-family homes that receive federal rental subsidies for low-income families as well as disabled and elderly individuals. In addition, AMHA owns and/or manages nearly 600 apartments that are federally subsidized or financed with low-income housing tax credits or tax-exempt bonds. AMHA also administers rental subsidy to over 5,000 households through the Housing Choice Voucher Program. AMHA works to address the basic needs of residents and create opportunities for self-sufficiency and a better quality of life. AMHA was the first accredited housing authority and was recently designated as a Moving-To-Work Agency.

The Executive Director will provide leadership, vision, direction, and resources to the agency to ensure that the AMHA achieves its mission. The incumbent is directly responsible to the Board of Trustees for the overall administration and management of the Agency, including the execution and implementation of policies and procedures as established by the Board, the U.S. Department of Housing and Urban Development, and a variety of other legal and regulatory requirements. The ideal candidate will demonstrate considerable independence and accountability, as well as effective communication skills, strategic planning skills, and leadership skills.

### The Authority and the City

The Akron Metropolitan Housing Authority was established as a political subdivision of the State of Ohio on January 27, 1938 and is chartered to serve Summit County. The AMHA provides affordable housing options through a portfolio of public housing, housing choice vouchers, and low-income housing tax credits. The AMHA is a Moving To Work Agency, a program that helps to increase housing choices for low-income families.

AMHA works in partnership with many public and private entities to help strengthen the community. As the need for affordable housing continues to grow, with over 22,000 applicants on the waiting list, AMHA will continue to invest in education, employment, and the needs of the elderly and disabled.

AMHA's office is located in downtown Akron, OH within walking distance of major hospitals, public transportation, shops, and restaurants. The office is within one mile of the University of Akron campus. Nearby is the Akron Zoo, Summit Lake, Akron Art Museum, and Canal Park.



### The Position

The Executive Director reports to the AMHA Board of Directors.

### Essential Duties

- Oversees the programs and activities of all Agency staff; ensures that Agency objectives are met through the coordinated efforts of personnel.
- Establishes organizational goals, plans, and strategies in order to achieve the Agency's mission. Provides leadership and direction to the development and implementation of the agency strategic plan and other related planning initiatives.
- Ensures compliance with applicable laws and regulations; maintains knowledge of applicable laws and regulations and ensures



### ***Akron Metropolitan Housing Authority's Mission and Vision Statement***

***Mission:*** The Akron Metropolitan Housing Authority provides quality, affordable housing, and services as a platform to develop people, property, and community.

***Vision:*** We envision a community that fosters individual development and growth through stable and affordable housing, empowering all to reach their full potential. ***People*** - We envision a community where all have access to health, education, and employment opportunities to position themselves out of poverty. ***Property*** - We envision a community where our investments in Summit County stabilize neighborhoods and increase housing opportunities. ***Community*** - We envision a community where minority and low-income families are treated equitably in their access to housing and services.

those with a need to know within the Agency are appropriately knowledgeable of laws, regulations as well as the impact of changes in such laws and regulations.

- Provides public relations and conducts community relations activities in order to promote AMHA's mission and goals; ensures that AMHA maintains a positive reputation in the community.
- Establishes cooperative working relationships with local government leadership, resident groups, the education and health sectors and area non-profits that may be helpful in accomplishing the public mission of the agency and addressing quality of life issues of residents/participants.
- Maintains current knowledge of new programs, best practices, and available resources with regard to housing programs and real estate development.



### Desired Background & Competencies

Education/Experience: Master's degree in public administration, business administration, or a related field and a minimum of five (5) years of senior-level management experience at a public housing authority or other public-sector entity. An equivalent combination of education and experience may be considered. Must possess a valid Ohio driver's license and be insurable under Agency policies.



Commitment: Sets high standards of performance; pursues aggressive goals and works hard/smart to achieve them; strives for results and success; conveys a sense of urgency and brings issues to closure; persists despite obstacles and opposition.

Customer Service: Meets/exceeds the expectations and requirements of internal and external customers; identifies, understands, monitors, and measures the needs of both internal and external customers; talks and acts with customers in mind. Recognizes work colleagues as customers.

Effective Communication: Ensures important information is passed to those who need to know; conveys necessary information clearly and effectively orally or in writing. Demonstrates attention to, and conveys understanding of, the comments and questions of others; listens effectively.

Responsiveness and Accountability: Demonstrates a high level of conscientiousness; holds oneself personally responsible for one's own work; does fair share of work.

Leadership: Provides direction by clearly and effectively setting course of action for department and subordinates; manages performance by providing regular feedback and reinforcement to subordinates. Maintains a positive work environment for all employees through a focus on goals and outcomes, demonstrates a commitment to customer

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service and maintains a workplace environment that fosters continuous learning and improvement.



### Compensation & Benefits

- Salary commensurate with experience and qualifications in a public agency setting
- Executive level benefits package including Health, Dental, Vision, Life Insurance, Disability; Paid Leave and Holiday Leave
- Retirement benefits through the Ohio Public Employee Retirement System
- Vehicle stipend



### To Apply

Contact: Jason Geno at Human Capital Initiatives for additional questions (202) 547-3304, email [jgeno@humancapitalinitiatives.com](mailto:jgeno@humancapitalinitiatives.com)

Or visit our applicant system to apply [www.careers-page.com/human-capital-initiatives-llc](http://www.careers-page.com/human-capital-initiatives-llc)

***The Akron Metropolitan Housing Authority is an Equal Opportunity Affirmative Action employer.*** Minorities, individuals with disabilities and others are encouraged to apply.

TDD 1-800-545-1833, x 112

