

## **Job Posting: Executive Director/Chief Executive Officer**

**Date:** February 10, 2025

**Location:** Peoria, Illinois

**Organization:** Peoria Housing Authority

**Application Deadline:** Open until filled

### **Overview of the Peoria Housing Authority**

The Peoria Housing Authority is dedicated to providing safe, affordable housing solutions to the residents of Peoria and surrounding areas. As a large public housing authority, we manage approximately 700 public housing units, administer 2,500 Housing Choice Vouchers (HCV), and oversee Low-Income Housing Tax Credit (LIHTC) units. The PHA team consists of over 45 employees.

Additionally, the PHA implements several supplementary and special initiatives, including Choice Neighborhoods, Jobs Plus, YouthBuild, ROSS (Resident Opportunities and Self-Sufficiency), FSS (Family Self-Sufficiency) programs, and homeownership initiatives. Our focus is on enhancing the quality of life for community members through innovative housing programs, effective partnerships, and strategic community development initiatives. Our mission is to ensure that all residents have access to quality housing and the resources they need to thrive.

### **Position Overview**

The Peoria Housing Authority is seeking a dynamic and experienced Executive Director/Chief Executive Officer (CEO) to lead our organization in delivering safe, affordable housing solutions and enhancing the quality of life for our residents. The ideal candidate will possess a strong background in public housing management, strategic planning, and community development, with a commitment to fostering organizational excellence and compliance with federal, state, and local regulations.

### **Key Responsibilities**

- **Leadership:** Provide visionary leadership to the organization, ensuring alignment with the mission to provide safe and affordable housing.
- **Operations Management:** Oversee the daily operations of the public housing authority, including Property & Asset Management, Resident Services, Maintenance, and the Housing Choice Voucher Program (HCVP).
- **Strategic Planning:** Lead the strategic planning process, setting measurable goals and objectives, and monitoring progress to ensure organizational effectiveness.

- Policy Implementation: Serve as the principal advisor to the Board of Commissioners and implement policies that guide agency operations and ensure program compliance.
- Budget Oversight: Prepare, monitor, and evaluate operating and capital budgets across departments, ensuring cost-effective use of resources.
- Staff Development: Supervise, coach, and evaluate department heads and staff while promoting professional development and succession planning.
- Community Engagement: Foster strong partnerships with community stakeholders, residents, and regulatory agencies to enhance service delivery and support community development initiatives.
- Compliance: Ensure compliance with HUD regulations and local codes, monitoring property conditions and implementing corrective actions as needed.

### **Qualifications**

- Education: Bachelor's degree in Public Administration, Business Administration, or a related field; a Master's degree is preferred. Experience may substitute for formal education.
- Experience: Minimum of 10 years of experience in public housing management or a related field, with at least 5 years in a leadership role.
- Knowledge: In-depth understanding of federal, state, and local housing regulations, as well as experience with public funding and grant management.
- Skills: Strong leadership, communication, and interpersonal skills; ability to analyze complex issues and develop effective solutions.
- Certifications: Relevant certifications in housing management or related fields are preferred.

### **Compensation and Benefits**

The Peoria Housing Authority offers a competitive benefits package, and salary will be dependent on qualifications and experience.

### **How to Apply**

Interested candidates should submit a resume and a cover letter detailing their qualifications and vision for the role to Interim CEO Damon E. Duncan at [damon@clesiaventures.com](mailto:damon@clesiaventures.com). The position does not have a specified response time and will be open until filled.

The Peoria Housing Authority is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

Join us in making a difference in our community by providing safe and affordable housing for those in need!