



# Evansville Housing Authority

Invites Applications for the Position of

## Executive Director

Apply by April 1, 2011



Recruitment Services Provided By Ralph Andersen & Associates



## The Opportunity

The Board of Commissioners for the Evansville Housing Authority (EHA) is seeking highly qualified individuals for the position of Executive Director. The Board will draw from a national pool of qualified candidates to select an executive with demonstrated management and leadership abilities. Top candidates will have proven experience in developing innovative solutions and effectively managing budgets, projects, and programs within a government regulatory structure. The Board of Commissioners have a high regard for ethical leadership and will place significant value on a candidate's career history, leadership, and personal and professional integrity combined with a strong commitment to public service.

## The Community

Evansville is the third largest city in the State of Indiana with a city population of 117,000 and a metropolitan population of 350,000. The city is located on the Ohio River and is the regional hub for the Illinois-Indiana-Kentucky Tri-State Area. The city has a broad economic base with an economy that is known for its stability, diversity, and vitality. Major industries include manufacturing, warehousing/distribution, retailing, health care, and finance/business services. The community has a full range of local and cultural attractions including museums, parks, a 50-acre zoo, and a philharmonic orchestra. The city has an emerging nightlife including the Casino Aztar and a number of nightclubs in addition to almost 200 restaurants.

In 2008, Evansville was voted the best city in the country in which "to live, work, and play" by Kiplinger readers.

The city has nationally recognized public schools, three technical/community colleges, and two universities (University of Evansville and the University of Southern Indiana). In addition to NCAA Division I sports, the city has a minor league baseball team as well as diverse community sports including soccer, baseball, ice hockey, ice

skating, swimming, diving, and BMX. The city is in the process of building a new 11,000 seat downtown arena that will host basketball, hockey, concerts, and other exhibitions. Additional attractions are just a few hours' drive from major cities such as Indianapolis, Saint Louis, Nashville, and Louisville. In 2008, Evansville was voted the best city in the country in which "to live, work, and play" by Kiplinger readers.

## The Organization

The Authority is governed by a seven-member Board of Commissioners appointed to four-year terms by the Mayor of Evansville. The Executive Director reports to the Board of Commissioners and oversees a staff of 66 employees within the departments of Capital Funds, Leased Housing, Asset Management, and Finance. The Authority has a lean organization structure with only 11 managers and a mostly non-union workforce (with the exception of 13 Teamsters employees).

EHA's provides housing opportunities to lower-income workers, young families, single parents, senior citizens, residents with disabilities, and those who are currently homeless. The Authority has 8 major public housing properties, including 4 high-rise structures, with plans for an additional 75 unit mixed income development. The Authority also has several single home units resulting from recent rehabilitation/development efforts and recently installed an energy efficient geo-thermal heating and cooling system in one of its seven story properties. The Authority's Section 8 program has 1,906 vouchers, of which 1,700 are in use with current HUD funding levels. In addition to resident services, the Authority has a Resident Vocational Training Program, and YouthBuild, a vocational training/apprenticeship program for at-risk youth.

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## The Position

The Executive Director serves as Chief Executive Officer and directs the activities of the Housing Authority, including planning, directing, and implementing all policies, programs, and services. Major areas of responsibility include:

- Ensure compliance with federal, state, and local laws and regulations;
- Advise the Board of Commissioners in developing policies and official programmatic actions;
- Meet, confer, and maintain positive relations with federal, state, and local officials, effectively representing Authority interests;
- Oversee, maintain, and continually monitor the effectiveness of Authority financial and reporting systems;
- Administer the Authority's personnel policies, systems, and procedures; and
- Evaluate, develop, and implement new programs and initiatives in order to achieve EHA objectives.

Of vital importance to the overall mission of EHA, the Executive Director has significant latitude to pursue innovative and strategic funding mechanisms.

## The Ideal Candidate

The ideal candidate will be an innovative manager with the ability to develop housing and funding sources, optimize capital and housing expenditures, and maintain compliance with HUD regulations. The successful candidate will possess

exceptional communication skills with the ability to successfully interact with state and local officials as well as community based organizations. Working with a variety of stakeholders, the next Executive Director will be an effective consensus builder, a dynamic leader, and a forward-thinker in his/her approach to organizational and program management. With proven business acumen, the successful candidate will bring a results-driven approach to development, funding, and service delivery.

The successful candidate will have many of the following personal attributes:

- Creativity and innovation in managing and expanding housing programs;
- Strong financial management skills;
- Ability to work effectively with local government and community organizations;
- Strategic vision;
- Honest, straightforward, and ethical leadership;
- Appreciation for diversity;
- Passion for public service;
- Outstanding communication skills and the ability to listen;
- Excellent interpersonal skills;
- Ability to quickly analyze and synthesize complex situations to form a rational/ reasonable response; and
- Ability to build strong teams.

In summary, the new Executive Director will lead by example, inspiring staff and colleagues to always present their best qualities to the public being served. This top executive will have credibility and a genuine desire to represent the organization and the community served.

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