

The Imperial Valley Housing Authority is seeking an



Executive Director

1402 D Street, Brawley, California 92227



Imperial Valley Housing Authority

- 511 Public Housing Units
- 356 USDA Rural Development Units
- Tax Credit Units
- 1765 Housing Choice Vouchers
- 98 Mobile Home Park Spaces
- 46 Staff Members
- Serving the cities of Brawley, El Centro, Imperial, Westmorland, Calipatria, Holtville, Calexico, Heber

Board of Commissioners

The Executive Director will work under the direction of a 15-member Board of Commissioners, each appointed by their respective City Councils and the Board of Supervisors

The Opportunity

The Imperial Valley Housing Authority is seeking a dedicated professional to serve as the Executive Director.

Under the general direction of the Board of Commissioners, the Executive Director will assume full responsibility for all Imperial Valley Housing Authority services and activities, including planning, directing and implementing all policies, programs and services. The Executive Director will coordinate, and manage the overall administrative and programmatic activities, operations and staffing of the Housing Authority. Will advise and assist the Board of Commissioners; will provide effective leadership to staff, while implementing the strategic plan, vision and mission of the organization.

The Community—Imperial Valley

We welcome you to the Imperial Valley Housing Authority (IVHA). IVHA serves the community of Imperial County with a population of about 180,000 residents. IVHA serves as the area Housing Authority for the cities of Brawley, Calipatria, El Centro, Holtville, Imperial, Westmorland and the unincorporated areas of the County of Imperial. Our unique geographical location blends the cultures of the United States and Mexico in a small town atmosphere. Year round sun and warm temperatures most of the year, make Imperial Valley one of California's top producers of agriculture. Local farmers produce more than 100 different commodities, including lettuce, onions, cantaloupe, watermelon, flax, corn, artichokes, fish, honey, cilantro, livestock and more. Renewable energy industry is another industry that is thriving in Imperial County. Wind turbines and solar panels provide a large part of Southern California's power.

Expertise

- Strong oral and written communication as well as solid presentation, organizational, and management abilities
- Real Estate development process and management of public housing agencies or authorities. Brokers License a plus
- Public management theory and practice including personnel, planning, development, community relations, organizational management and communications
- Receptive to the needs of a culturally diverse community

Budget

The IVHA budget encompasses all IVHA programs and funds. The budget of \$19,082,292 remains financially sound while delivering services according to its mission statement. IVHA currently assists 2,870 households with assisted housing and looks forward to expanding its portfolio.



The Ideal Candidate

The Imperial Valley Housing Authority is seeking a talented, highly innovative Executive Director with the ability to develop housing and funding sources, optimize capital and housing expenditures and maintain constant compliance with all funding sources. The successful candidate will possess exceptional communication skills with the ability to lead in a dynamic, forward thinking approach to organization and program management. The selected candidate will bring a results-driven approach to development, funding and service delivery.

Experience and Qualifications

- Minimum of five years of increasingly responsible administrative experience in development, planning, implementation and/or operation of public sector or affordable housing programs
- Bachelor's Degree in business, public administration, public policy, finance or related field. Master's Degree preferred
- Real Estate Broker's License/Ability to obtain credential within one year of appointment

Compensation and Benefits

The annual salary range for this outstanding career opportunity salary range is \$131,064—\$159,660. The Imperial Valley Housing Authority offers an attractive benefit package which includes:

- Employer paid medical insurance
- Employer match of 401a contributions up to 5%
- Deferred Compensation Plan
- 12.5 Days of Paid Holidays
- Vehicle Allowance
- Supplemental Life Insurance
- IRS 125 Flexible Benefit Plan
- 9/8o Work Schedule



Recruitment Process

To be considered for this outstanding career opportunity, submit all of the following:

- Letter of Introduction
- Four-work related references
- Resume, detailed to include the number of years in administration, number of employees supervised, budgets administered

Respond with the necessary recruitment requirements prior to the August 15, 2019 deadline to:

Imperial Valley Housing Authority

Executive Director Search Committee
Human Resource Department
1402 D Street, Brawley, California 92227

For Questions please contact Michelle Flores at :
mflores@ivha.org