

DEPUTY DIRECTOR OF OPERATIONS / DIRECTOR OF THE HCV PROGRAM

About HANO

The Housing Authority of New Orleans (HANO) is seeking highly qualified candidates for the two executive positions of Deputy Director of Operations and the Director of the Housing Choice Voucher Program. HANO administers 18,000 Housing Choice Vouchers and owns and manages 4790 units of public housing and other affordable housing. The agency operates with an annual budget of \$207 million and a staffing level of 186 employees. HANO is governed by an eight-member Board of Commissioners.

Subsequent to losing much of its housing stock from Hurricane Katrina HUD authorized the total demolition and recreation of its four main public housing sites. The overall portfolio is comprised of nine large-scale housing communities as well as scattered site properties dispersed throughout the city. The renovation and redevelopment of the HANO properties provide for mixed-income communities, higher quality construction, and street patterns designed to be integrated into the fabric of surrounding neighborhoods. The agency has utilized HOPE VI and Choice Neighborhood Initiatives grants as key contributors to modernizing and redeveloping its portfolio. HANO participates in the ROSS Program and many other resident initiatives for public housing residents.

The Housing Authority of New Orleans is a HUD high performer under SEMAP. The agency participates in the Family Self-Sufficiency Program and many other resident initiatives for housing choice voucher residents. HANO is also participating in the Community Choice Demonstration Program which assists voucher residents in finding housing in neighborhoods that have been difficult to move into historically. The program provides for resident coaching, housing search assistance, move-related financial assistance, and landlord financial incentives.

About New Orleans

Known as “The Big Easy”, New Orleans is described as the most unique city in the United States based on many factors such as cultural diversity, music and the arts, unique celebrations, architecture, and regional cuisine. This city-parish along the Mississippi River is the major community in the metro area with a population of 1,271,845. New Orleans is the economic and commercial hub for the Gulf Coast Region and is a center for maritime trade, oil refineries, petrochemical production, technology, and tourism. The metro area has eleven institutions of higher learning, including the prestigious Tulane University.

Deputy Director of Operations:

Reporting to the Executive Director this position provides leadership and direction that ensure the Housing Choice Voucher Program, Asset Management, Client Services, and Police Departments operate in support of the mission of HANO and ensure that the Departments perform strategic goals and operational functions effectively, efficiently, and in accordance with applicable laws and regulations. A listing of essential duties and responsibilities are found in the position description that can be accessed on the agency website at www.hano.org. A bachelor’s degree in business administration, Public Administration, Finance, Urban Planning, or a related field is required and a master’s degree in these same fields is preferred. Eight (8) years of progressively responsible experience in senior level residential property management or assisted housing management is expected with a minimum of three (3) years in

administrative policy formulation in a PHA Deputy or Department Director capacity. An equivalent combination of education and experience may be considered. The salary range is \$124,700 to \$205,300.

Director of the HCV Program:

Reporting to the Executive Director, this position provides leadership and direction on all aspects of the Housing Choice Voucher Program and related resident services. This includes, but is not limited to, program administration, contract fulfillment and compliance, staff development, customer service, and stakeholder relations. A listing of essential duties and responsibilities are found in the position description that can be accessed on the agency website at www.hano.org. A bachelor's degree in public administration, Business Administration, Human Services, Psychology, Public Relations, or a closely related field is required. A master's degree in these same academic fields or four additional years of related experience with a bachelor's degree is preferred. Eight years of progressively responsible experience in the administration of public or private housing and / or assisted housing programs is expected with five to seven years of experience in a supervisory position including three years in senior management. An equivalent combination of education and experience may be considered. Experience in the management of a large HCV Program that included supervision of a sizeable staff and that provided for experience in organizational performance improvement is highly desired. Candidates should possess either the Assisted Housing Management of the Certified Occupancy Specialist certification, the HUD Housing Quality Standards training, and the Public Housing Manager certification. If these designations are not in place, the certifications will need to be completed within 12 months of employment. The salary range is \$99,400 to \$163,800.

HANO offers a very competitive total compensation package, including a competitive salary, commensurate with qualifications, and an array of benefits to include the following:

- Health coverage (6 Blue Cross Blue Shields of Louisiana medical plans to choose from)
- Dental coverage (3 Cigna dental plans to choose from)
- Vision coverage (2 Superior Vision plans to choose from)
- 401a Defined Contribution Retirement Plan (HANO provides a contribution of 8% of employees' salary, employees contribute 3% (pre-taxed) of their salary)
- Generous Paid Time Off (PTO) accrual; eligibility to accrue PTS begins upon the hire date
- 16 paid agency holidays per year
- Life insurance benefits
- Relocation reimbursement incentive (if applicable)
- Many more fringe benefits

HANO is an equal opportunity employer. Please email a one-page cover letter, a resume, a listing of three professional references, and salary expectations to both Stan Quy, President / Principal of The Organizational Leadership Edge, at SQuy@cox.net and Jessica Quy, TOLE Administrative Assistant, at jessicaguy79@gmail.com. These positions will remain open until filled. Applications will be reviewed as they are received and highly qualified candidates may be immediately interviewed and selected.