

Category: Executive Director
Title: Executive Director

Description: The Methuen (MHA) Housing Authority is seeking highly qualified and experienced applicants for the position of Executive Director. The Executive Director is responsible for the management of State Housing Units: 289 Chapter 667 units of which 21 are congregate units; 60 Chapter 200 family units, 6 Chapter 705 units (scattered sites), 8 Chapter 705 & 8 Chapter 689 tenant units (this complex consists of 8 handicap accessible and 8 three bedroom units for which MHA does tenant selection); 3 Chapter 689 group homes (32 units); 1 Chapter 167 group home (8 units) and MRVP-12 vouchers, as well as Federal units which include 42 family public housing and 558 HCV vouchers.

Qualifications: Required Minimum Qualifications: Eight years' experience in housing management, community development, public administration, or a closely related field. Must have a working knowledge of fiscal management, maintenance systems, personnel and administrative management systems in public or private housing. One year's supervisory experience of a staff of ten or more is required. Written and verbal skills required. Substantial background in the implementation of management controls and systems. Considerable knowledge of local, state, and federal governmental procedures and regulations as they relate to housing development, construction and the management of local housing authority operations. Experience working with people of various socio-economic backgrounds. Must be bondable. Certification as a Public Housing Manager from a HUD approved organization is required, but may be substituted by certification as a property manager or similar classification by a nationally recognized housing or real estate organization or by certification as a MPHA of a DHCD-approved Massachusetts Public Housing Administrator Certification Program. A bachelor's degree may substitute for up to two years of experience.

Start Date: To be determined

Salary Range: Commensurate with experience and education; negotiable to a maximum of \$135,719. The position will include excellent benefits in accordance with DHCD and HUD guidelines

Location: Methuen, Massachusetts

Instructions: Candidates will be subject to certain qualification verifications prior to employment. More detailed information will be required of applicants that advance to next level of consideration. **Submit cover letter and resume to DVMainsail@gmail.com or mail to D&V MainSail, PO Box 3571, South Attleboro, MA 02703. Deadline for receipt of applications is January 15, 2021 by close of business.** Late applications will not be accepted. Methuen Housing Authority is and EOE

