



CHIEF EXECUTIVE OFFICER

POSITION DESCRIPTION



POSITION SUMMARY

Serves as Chief Executive Officer for the Chicago Housing Authority to ensure the provision of high quality affordable housing opportunities in viable communities for households with limited access to economic resources.

OVERVIEW OF CHA

ABOUT THE CHICAGO HOUSING AUTHORITY (CHA):

CHA is the primary municipal agency responsible for providing housing assistance to families and individuals with limited access to economic resources in Chicago. As the third largest public housing authority in the nation and the largest single owner of rental housing in Chicago, CHA serves 135,000 people in 65,000 households across all 77 of Chicago's community areas through our public housing and voucher programs. One in every 20 Chicagoans receives CHA support. CHA has more than 500 full-time employees and an annual operating budget of more than \$1.3 billion.

CHA's mission is to create and sustain strong communities where families and older adults thrive and everyone can unlock their economic power, ensuring that every neighborhood in Chicago has high quality affordable housing and everyone feels welcome. As a HUD-designated Moving to Work agency, CHA has regulatory and funding flexibility to design locally-driven programs that help residents thrive, expand affordable housing options and increase operational efficiency.

For the Latest CHA Impact Report, visit <https://www.thecha.org/sites/default/files/2024-10/2023-Impact-Report-Two-Page-Layout.pdf>

For more information, visit www.thecha.org.



DUTIES AND RESPONSIBILITIES

- Executes all critical decisions that impact the overall operation of the Authority;
- Leads an effective and high-functioning staff of more than 500 individuals by clearly defining objectives, key performance indicators, and establishing standards to ensure Authority goals are met;
- Generates guidance on matters of program, publications budget, and legal responsibility.
- Directs:
 - Development of strategic plans and initiatives to advance the goals of the agency in fulfilling its mission to provide more affordable housing to Chicagoans and help residents thrive with the goal to get to Faircloth maximums.
 - Vision for programs and services, evaluates results and recommends policies, procedures and action to achieve goals;
 - Approved programs, projects, and major activities of the staff;
 - Execution of the full range of administrative, fiscal, technical and other specialized disciplines necessary for the operation and maintenance of a large public housing authority
 - Preparation and development the of Authority's annual budget
- Responsible for:
 - Management of fiscal resources and development of grants and contracts;
 - Ensuring that all funds, physical assets, and other property of the Authority are appropriately safeguarded and administered;
 - Securing outside funding in the form of grants and contracts from public and private sources including purchasing market run buildings for unit conversion for revenue generation;
 - Developing large pool of qualified property managers to ensure high quality service and maintenance of housing
- Engages proactively and builds effective relationships with:
 - Residents and advocates to enhance trust and rebuild CHA's reputation
 - Board of Commissioners to ensure vision and resource alignment
 - Government officials and elected representatives and community leaders for the purpose of maximizing public housing units and services and ensuring compliance with applicable federal, state and local laws and regulations
 - Local and Washington, D.C. staff of the U.S. Department of Housing

QUALIFICATIONS

- Comprehensive knowledge of federal, state and local legislation affecting public housing programs;
- Knowledge of:
 - Availability of public and private resources;
 - Modern principles, methods, and techniques of administration and program planning;
 - HUD rules and regulations;
- Ability to:
 - Establish and maintain effective working relationships with federal, state, regional, and local agencies, community leaders, and the general public;
 - Identify, analyze, and resolve administrative issues and concerns;
 - Develop and execute policies and programs of a large public housing agency;
 - Administer and direct management operations;
 - Direct the day to day operations of the organization.
- Effective communication, interpersonal, analytical and problem-solving skills
- Bachelor's degree required in business administration, sociology, urban planning, public administration or related field;
- Master's degree preferred;
- Minimum of 15 years of progressive responsible senior management experience in public housing or real estate management or the equivalent combination of education and related work experience.
- Minimum of seven years supervisory experience



THE CITY OF CHICAGO

The City of Chicago covers an area of 235 square miles and sits 578 feet above sea level on the southwestern shore of Lake Michigan. At 118 miles and 308 miles long, it's the 5th largest body of fresh water in the world. The city is traversed by the Chicago and Calumet rivers. Chicago's extensive parklands, including 11.6 miles of city parks attract an estimated 86 million visitors annually.

Chicago is a leader in reforming public schools, enhancing public safety and security initiatives, providing affordable housing in attractive and economically sound communities, ensuring accessibility for all and fostering, social, economic and environmental sustainability.

"It is hopeless for the occasional visitor to try to keep up with Chicago. She outgrows his prophecies faster than he can make them." - Mark Twain, 1883

Chicago was only 46 years old when Mark Twain wrote those words, but it had already grown more than 100-fold, from a small trading post at the mouth of the Chicago River into one of the nation's largest cities, and it wasn't about to stop. Over the next 20 years, it would quadruple in population, amazing the rest of the world with its ability to repeatedly reinvent itself.

And it still hasn't stopped.

Chicago continues to be a place that many people from diverse backgrounds call home. Before it was a city, it was the home to numerous Indigenous peoples, a legacy which continues to frame our relationship with the city, the land, and the environment.

Today, Chicago has become a global city, a thriving center of international trade and commerce, and a place where people of every nationality and background come to pursue the American dream.

<https://www.chicago.gov/city/en/about/history.html>



CHA

CHICAGO HOUSING
AUTHORITY™

IF YOU ARE INTERESTED IN THIS EXCEPTIONAL OPPORTUNITY,
PLEASE SUBMIT A DETAILED RESUME IMMEDIATELY TO:

ERNEST BAREFIELD

E-MAIL: ERNEST@GANSGANS.COM

PHONE: (813) 986-4441 EXT. 7127 | FAX: (813) 986-4775

SHOULD YOU HAVE ANY QUESTIONS REGARDING YOUR OWN INTEREST,
OR A REFERRAL OF A COLLEAGUE, PLEASE CONTACT US.

GANS, GANS & ASSOCIATES

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