



## Job Posting Chief Executive Officer Raleigh, NC

### About Raleigh Housing Authority (RHA)

Raleigh Housing Authority (RHA) is one of the largest providers of affordable housing located in Wake County, North Carolina. It has an annual budget of approximately \$47,000,000 and operates 1 non-profit affiliate and manages another. RHA houses over 5,800 families in their various programs and properties owned and/or managed by RHA. RHA, established in 1938, owns and manages 1,444 public housing units including 13 family developments, 2 elderly/disabled high-rise developments, and 106 public housing single family homes scattered throughout the City of Raleigh. RHA is the property manager for another 484 non-public housing units including 339 affordable market rate units for families, and 145 low-income housing tax credit ("LIHTC") units for seniors in two separate developments. RHA



administers approximately 3,921 Section 8 vouchers. It is currently converting some properties using the Rental Assistance Demonstration ("RAD") process to provide enhanced financial security for these communities.

RHA is designated a "High Performer" recently scoring 97 out of 100 for excellence. Governed by a nine-member Board of Commissioners appointed by the Raleigh Mayor, the mission of the Raleigh Housing Authority is to provide safe, quality, affordable housing to low- and moderate-income families in the greater Raleigh community, and to promote personal responsibility and self-sufficiency of residents while maintaining the fiscal integrity of the agency.

For more information, visit <https://www.rhaonline.com/>

### Position Overview

While RHA has achieved much success since 1938, RHA recently established a new Chief Executive Officer ("CEO") position to guide its strategic growth in response to the City's affordable housing challenges driven by the area's tremendous economic success. As part of a deliberate assessment of RHA's organizational capacity, the City's evolving affordable housing needs and to ensure equitable housing opportunities, the Board of Commissioners created the CEO position to lead RHA into the future as a best-in-class community partner.

Reporting to the Board of Commissioners, the CEO is responsible for leading, managing, and growing RHA by serving as a visionary leader who inspires excellence and manages performance and strategic change within the organization. A critical responsibility of the CEO is working with the Board of Commissioners to build a substantial affordable housing real estate development capacity while continuing to assure RHA's high-performer status with HUD and other oversight agencies. The CEO advises the Board on the agency's mission, vision, community partnerships, housing development, resident programs, as well as diversity, equity, and inclusion efforts.

## **Affordable Housing**

Similar to other thriving communities, Raleigh needs more affordable housing options, particularly for low and very low-income residents. One of the primary responsibilities of the CEO will be to determine ways RHA can expand its affordable housing inventory. That includes, but is not limited to analyzing RHA's current real estate portfolio for redevelopment opportunities, devising plans and/or working with others to acquire other properties for affordable housing development, to acquire land for the construction of new housing, including mixed-use and/or mixed-income models. Thus, the CEO must have a working knowledge of affordable housing operations, deal structures, bond financing, tax credits, HUD recapitalization and repositioning tools, along with complex ownership structures using instrumentalities, affiliates and long-term leases.

## **Regulatory Environment**

The CEO must be familiar with the dynamic environment of a state-chartered housing authority regulated by HUD. The Board of Commissioners places a premium on maintaining RHA as a financially stable, high performing housing agency and expects the CEO to maintain staff capacity and resources necessary to ensure it maintains this history of high performance and regulatory compliance.

## **Operational Excellence**

As the overall success of RHA depends on staffing excellence and an understanding of the dynamic environment within which housing agencies operate, the new leader will build an executive team that develops internal talent and empowers staff. For the health and well-being of its residents, RHA expects its properties to be maintained to the highest possible standard. The CEO is expected to continue to prioritize the maintenance and appearance RHA's communities, as well as maintaining a highly responsive process for addressing general resident concerns and promptly addressing maintenance and repair requests.

## **Resident and Community Relations**

The CEO will be a dynamic leader with a strong executive presence and commitment to RHA's mission, along with compassion and empathy for all residents and staff. To that end, the CEO is expected to build and nurture relationships and partnerships among residents, community stakeholders, service providers, and elected officials to ensure that RHA maintains sustainable, thriving and inclusive communities.

## **Responsibilities**

- Plan, organize and direct strategic and tactical management, administration, and supervision of all aspects of the RHA's business and affairs.
- Provide reports and recommendations to the Board of Commissioners about program opportunities for growth, program management, fiscal stability, asset management, and personnel requirements. Prepare standard operational resolutions for the review and approval of the Board of Commissioners.
- Represent RHA with the cities of the RHA's service area, and county, state, and federal governments. Maintain close working relationship with the political and business leaders of these constituencies, as well as other area affordable housing organizations.
- Guide the development of RHA's new strategic plan in consultation with community stakeholders, then translate the plan's vision and goals into accomplishable actions within RHA while building support for it in the broader community.
- Build out and lead a substantial affordable housing development capacity within the agency so that RHA can assume greater responsibility in meeting Raleigh's escalating affordable housing needs.
- Oversee the implementation of current and new goals, objectives, policies, procedures, performance objectives, standards, and reporting systems.
- Lead, guide, direct and evaluate the work of the executive team to ensure RHA's strategic direction filters down through the organization and is achieved.

- Establish policy-appropriate service and staffing with comprehensive minimum standards in support of RHA goals and objectives; monitor and evaluate efficiency and effectiveness of service delivery methods and procedures; and allocate resources accordingly.
- Create formal internal communication systems and methods to develop effective and timely interchange of ideas, information, suggestions, and recommendations.
- Direct the development of RHA policies and procedures implementing federal, state, and local statutes.
- Develop comprehensive strategic recruitment, retention and rewards plans to meet the human capital needs while driving a positive workplace environment and culture. Oversee and participate in the development and administration of the RHA budget; approve the forecast of funds needed for facilities, staffing, equipment, materials, and supplies to fulfill the mission of the RHA.
- Serve as RHA's primary liaison, delegated representative, as needed ex-officio member and staff support to RHA's affiliates. Responsible for managing and administering property management agreements with independent affordable housing owners. Assist the Board of Commissioners in exercising its oversight responsibilities for affiliates, including periodically negotiating management contracts with affiliates for RHA employees engaged in carrying out staffing functions for the affiliates.
- Oversee compliance of agency programs with federal and state guidelines and regulations; directs research and analysis of new federal and state guidelines.
- Provide RHA comments on proposed federal, state, and local regulations and their prospective impact on RHA programs and suggest alternative courses of action when needed.
- Strategically participate on regional-national boards, work groups/task forces and other activities that promote the expansion of affordable housing for the benefit of RHA and Raleigh generally.

## Executive Competencies

**Communication Skills:** Compelling, clear, and proactive communicator who exudes energy and enthusiasm, and is comfortable in a high-profile role with public scrutiny. Effectively deliver and reinforce RHA's vision and messaging.

**Interpersonal Skills:** Build positive relationships with other leaders within RHA, as well as the broader community. Solicit significant input across RHA to minimize resistance to strategic decisions and direction.

**Analytical Skills:** Participate in evaluating the success of RHA in reaching its goals and ensure that each strategic goal is measurable. Ability to develop a clear vision and implementation strategies by understanding trends that influence the affordable housing space.

**Leadership Skills:** Demonstrate the leadership capacity to help develop and implement RHA's strategic plan. This includes providing vision, direction and recruiting staff that are passionate about RHA's mission.

**Management Skills:** Create a culture of learning that enhances the skills and abilities of staff. Develop top performers through career development opportunities to ensure RHA succeeds in its core mission.

## Qualifications

### Education

- Master's degree in Public/Business Administration, Social Work, or a related field required, but equivalent professional experience may be considered.

### Experience

- Seven plus years of senior level management experience at a PHA, affordable housing development organization or equivalent.

- Considerable experience with affordable housing development; substantive real estate development experience preferred over generalized management of a development team.
- Working experience with a wide variety of affordable housing subsidy programs and financing structures, e.g., LIHTC, RAD, Section 18 Demo/Dispo, Choice Neighborhoods and other federal, state, and local resources.
- Substantive knowledge of various real estate ownership structures, including LLC's, LP's, affiliates, instrumentalities, and GP's.
- In-depth knowledge of HUD/PHA rules, regulations, policies, operations, and funding opportunities.
- Proven leadership skills in building a high performance, mission-driven, resident-centered culture.
- Strong strategic planning, financial management, and human resource experience.
- Excellent financial capabilities, both in terms of real estate development and standard PHA/HUD operations.
- Working familiarity with all aspects of property and asset management.

#### Benefits

Competitive compensation package, including substantial bonus opportunities commensurate with experience, education, and relevant skills. Available benefits include monthly car allowance, health, dental, vision, life insurance, long/short-term disability, 13 paid holidays, accrued vacation and sick leave. NC Local Government Employees' Retirement System (LGERS), optional 401(K) & 457 Plans (with a 4% employer match) & optional Roth IRA. Relocation assistance also available.

If you are interested in this exceptional opportunity, please submit a detailed resume to:

**Ernest Barefield**

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Should you have any questions in consideration of your own interest, or a referral of a colleague, please contact us at the number above.

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## About Raleigh, North Carolina



- Ranked number one on the list of the best places to live in North Carolina and ranked number six on the list of the best places to live in the United States in 2022-2023 by U.S. News and World Report, it is no secret that everyone loves living in Raleigh, NC.
- Known as the “City of Oaks” for its abundance of oak trees, Raleigh is a wonderful place to live that is not only the state capital of North Carolina but is the largest city in the Research Triangle Region which is comprised of Raleigh and its neighboring cities Durham and Chapel Hill.
- Home to numerous technology companies as well as multiple sought-after educational institutions, Raleigh is often described as one of the Southeast’s most unique and high-spirited cities that blends tradition with modern living.
- As a hotspot for new research and development, Raleigh is the second-most populous city in North Carolina right behind Charlotte with a population of over 469,000.
- Attracting more than 5,000 new residents to the Triangle area every month, Raleigh and the rest of Wake County are growing twice as fast as the rest of the state on average and there are no signs of slowing. In large part thanks to some amazing suburbs like Cary, Apex, Holly Springs, and Wake Forest.

### **Affordable Cost of Living**

The cost of living in Raleigh is relatively affordable with an overall cost of living score of 103 which is only 3% higher than the national average. Though housing costs are on the rise as the market continues to grow, the low property taxes in Raleigh make owning a home easier than living in other similar-sized metropolitan areas.

With housing prices 30% lower than the national average, utility prices 4% lower than the national average, and transportation expenses 8% lower than the national average, this affordable living is one of the reasons why so many people are deciding to move to the area. While housing may be the biggest expense for most households in America, Raleigh is making headlines as the only major technology city that continues to have home prices that are under the national average.

### **Downtown**

Downtown Raleigh, N.C., is where historic neighborhoods, world-class museums, Southern diners, outdoor green spaces, performing arts venues, local shops, breweries, and underground cocktail spots all work together to create one incredible cultural hotspot.

### **Arts & Culture**

Raleigh is a hub for cultural attractions in North Carolina. With several state-of-the-art performance venues, museums and art galleries featuring both local and professional artists and performers, there is something for everyone to enjoy.

## **Performance Venues**

[Duke Energy Center for the Performing Arts](#)  
[Coastal Credit Union Music Park at Walnut Creek](#)  
[Red Hat Amphitheater](#)  
[PNC Arena](#)  
[North Carolina Symphony](#)  
[North Carolina Opera](#)

[North Carolina Theatre](#)  
[Carolina Ballet](#)  
[Raleigh Little Theatre](#)  
[Raleigh Symphony Orchestra](#)  
[Lincoln Theatre](#)  
[The Pour House Music Hall](#)



## **Museums**

[North Carolina Museum of Art](#)  
[North Carolina Museum of History](#)  
[North Carolina Museum of Natural Sciences](#)

[Marbles Kids Museum](#)  
[Contemporary Art Museum \(CAM Raleigh\)](#)



## **Climate & Recreation**

North Carolina is known for its mild weather and natural beauty, with an average annual temperature of about 60 degrees Fahrenheit and four distinct seasons.

If you leave Raleigh and drive three hours to the west, you'll reach the breathtaking Appalachian Mountains. If the sun, sand, and sea are calling your name instead, take a short, two-hour trip east to arrive on the coast and breathe in that ocean air.

Dozens of parks and miles of award-winning hiking and biking trails offer fun for the whole family.

## **Mountains/Beaches**

[North Carolina Mountains](#)  
[Blue Ridge Mountains](#)

[North Carolina Beaches](#)  
[The Outer Banks](#)

## **Parks and Hiking/Biking Trails**

[Jordan Lake](#)  
[Falls Lake](#)  
[Local Parks and Gardens](#)

[Raleigh Parks, Recreation and Cultural Resources Department](#)  
[Wake County Parks & Recreation](#)



## **Education**

The schools in the Wake County Public School System earn high marks across the board, outperforming school districts across the state and nation in end-of-course and proficiency tests, SAT scores and other performance-measuring criteria.

The greater Raleigh/Wake County area is also a mecca for those seeking higher education, home to the following institutions:

North Carolina State University  
Meredith College  
Campbell Law School  
William Peace University

Shaw University  
St. Augustine's College  
Wake Technical Community College  
Southeastern Baptist Theological Seminary

<https://www.raleighchamber.org/relocation-resources.html>

<https://uphomes.com/blog/moving-to-raleigh-nc/>

<https://www.visitraleigh.com/>