

JOB POSTING: RENTAL HOUSING PROGRAM ADMINISTRATOR

Learn more & apply *here*.



Skills Highlights

- Coaching leadership style
- Savvy administrator
- Extensive knowledge of federal housing programs, especially HCV
- Fiscally responsible
- Visionary
- Process assessment & improvement
- Create positive change

Lead team of 20+ staff

including two supervisors, housing specialists and administrative staff. All case workers are certified HCV housing specialists by Nan McKay

The Rental Housing Program Administrator leads division in its mission to provide housing stability to low-income households, and to expand affordable housing opportunities through various types of rental subsidies, primarily through the federal Housing Choice Voucher program.

COMMUNITY IMPACT

serve low-income households, including seniors, disabled persons, veterans and families.

2,000+

Low-income households are able to live in decent, safe & sanitary housing.

>\$21M

In annual rental housing assistance provided.

QUALITY CUSTOMER SERVICE

Named 2019 Agency of the Year

by Virginia Association of Housing Counselors

"High Performer" SEMAP rating 10 years in a row

HUD Section Eight Management Assessment Program measures the managerial performance of public housing agencies that operate the HCV program.



Types of assistance include:

- HOUSING CHOICE VOUCHER (SECTION 8)
- PROJECT-BASED VOUCHERS
- RENTAL SECURITY / UTILITY DEPOSIT
- OPTIONAL RELOCATION
- ASSISTANCE FOR INTELLECTUALLY OR DEVELOPMENTALLY DISABLED (IDD) HOUSEHOLDS
- VETERANS AFFAIRS SUPPORTIVE HOUSING (VASH)

About Virginia Beach Housing & Neighborhood Preservation

The Rental Housing team is one of five divisions within VBHNP. We are a relatively small department with a cooperative, teamwork atmosphere, and a focus on providing quality services to all customers.

OUR MISSION:

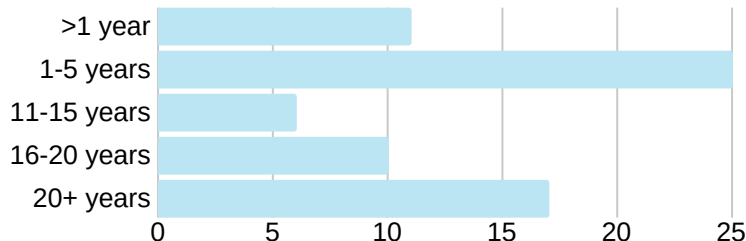
- Create quality solutions that expand housing opportunities
- Promote vibrant, well-maintained neighborhoods
- Make homelessness rare, brief and nonrecurring

WE VALUE DIVERSITY & INCLUSION

56%

of department managers and supervisors are women and people of color.

YEARS OF SERVICE IN DEPARTMENT



WHY CHOOSE VIRGINIA BEACH?

"2nd-best big city to live in"

WalletHub (July 25, 2018)

"Top 10 Best Cities in America to Achieve Work-Life Balance"

Zippia (Dec. 29, 2016)

LEARN MORE ABOUT US:



The City of Virginia Beach is an Equal Opportunity Employer.



LEARN WHY: VIEW COMMUNITY PROFILE