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

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.

Lead team of 20+ staff
including two supervisors, housing specialists and administrative staff
All case workers are certified HCV housing specialists by Nan McKay

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

WE VALUE DIVERSITY & INCLUSION

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.