



*Victory  
Housing*

**Position Profile**  
**President & CEO**  
**Victory Housing**  
Rockville, MD

Victory Housing seeks a visionary, mission-oriented and seasoned leader who will serve as President & Chief Executive Officer and successfully lead Victory Housing into its next phase of measured growth and stability, and who will be a champion for the organization through strategic leadership and excellent fiscal management.

### **The Organization**

Victory Housing, Inc. (VHI) serves as the private, non-profit housing affiliate of the Archdiocese of Washington (ADW), specializing in the development and operation of affordable housing. The mission of VHI is to build, acquire, renovate, manage and operate affordable housing and to provide related social services primarily to low- and moderate-income frail and independent senior citizens, and to families, consistent with Gospel values and Catholic social teaching. The geographical area covered includes Washington, DC, and five Maryland counties (Montgomery, Prince George's, Charles, Calvert and St. Mary's).

VHI currently has 30 properties in their portfolio, comprised of 2,175 units, with more in the development pipeline. Their housing portfolio consists of 4 multi-family and 20 independent living seniors' communities managed by third parties. They also have 6 assisted living communities, which are self-managed and add elements of health care and hospitality to the business.

VHI is governed by a 13 - member board of directors. On a consolidated basis with its affiliates, the annual budget exceeds \$34 million in total revenue and consolidated assets are nearly \$212 million. VHI has approximately 175 employees, 13 on the headquarters staff and the balance working in the assisted living communities. Their properties average less than 2% vacancy, and they are seeking to add 500 units within the next 5 years. For more information, see [www.victoryhousing.org](http://www.victoryhousing.org)

### **The Position**

Given the unique Catholic identity and mission of the corporation and the need to protect and preserve that mission, the President/CEO shall be appointed and may be removed by the Corporate Members of ADW. The President/CEO reports to the VHI Board of Directors and provides direction and leadership for the organization's mission and vision, represents and speaks for the organization and its work, and oversees the development of projects. The next President/CEO will inherit a fiscally sound organization that is well respected in the community and has a strong and engaged staff, and a solid governing board.

The positions that report to the President/CEO are Senior Vice President and COO, Vice President of Real Estate, Vice President of Assisted Living Operations, Director of Marketing and Management, and Controller. Many of the incumbents in these positions are long-tenured employees. The next President/CEO will succeed Jim Brown, who is retiring, after 25 years of outstanding leadership.

## **Key Responsibilities**

Reporting to the Board of Directors, the CEO will:

- Provide visionary and strategic leadership, and translate that vision into measurable strategies and concrete actions that advance the mission;
- Identify new affordable housing development opportunities and work with the Vice President of Real Estate to determine the feasibility of these opportunities;
- Advise the board regarding administration and operation of the organization and the properties in its portfolio, and support the board in its oversight role;
- Manage and oversee the business operations of the organization and management team;
- Oversee the finances and ensure the fiscal health and growth of the organization;
- Direct the construction management process to ensure that communities are delivered on time and on budget;
- Develop and maintain professional relationships and serve as a spokesperson for the organization for purposes of informing, fundraising, and working in partnerships;
- Propose annual budget and budget modifications, and ensure timely and accurate reporting to board and funders; and
- Maintain a climate that attracts, retains and motivates top quality people who are motivated by VHI's mission.

The near-term priorities for the first 12-18 months of the new executive's tenure include (not necessarily in priority order):

- Quickly understand the business model and approach of VHI and learn the structure of the organization;
- Establish an external presence and become the face of VHI;
- Establish strong working relationships with the board of directors, ADW, staff, developers, partners, and other stakeholders;
- Shepherd the existing development pipeline through the development process;
- Continue the process of identifying new opportunities for development;
- Consider the possibility of adding a management company for the independent living communities;
- Monitor the progress and troubleshoot any projects that will be under construction during the transition;
- Assess the organization's internal needs around staffing.

## **Experience and Attributes**

Ideal candidates for this position will reflect VHI's core values and demonstrate an ability to quickly integrate into the community and become an engaged, inspiring, innovative, and visionary leader. Candidates will bring a variety of experiences and attributes to VHI, including:

- A strong passion for the mission of VHI, and experience in and understanding of the low-income and affordable housing development environment;
- A commitment to and a willingness to support the mission of the ADW;
- Experience and background in affordable housing development, financing affordable housing development, legal document review and negotiation;
- Ten or more years' senior level organizational management experience in a similar environment;
- An understanding of or involvement with senior housing and/or assisted living operations preferred;
- Exceptional interpersonal and networking skills, strong communication skills, and the ability to negotiate;

- Commitment to and skill with community involvement and engagement, and building strategic partnerships and collaborations;
- Business acumen with strong financial skills and the ability to negotiate;
- An understanding of asset management;
- Experience with administrative and fiscal management, budgeting, and operations;
- Reputation for integrity and working with the highest professional standards and ethics;
- An inspiring and inclusive leadership style with a successful track record of collaboratively managing and supporting staff;
- Experience working with a board of directors and supporting engaged and effective governance;
- Decisive and innovative problem solver;
- Knowledge of and respect for the teachings of the Catholic Church, a commitment to the ministry and mission of the Church, a Catholic in good standing preferred;
- College degree required. Masters of Business Administration (MBA) preferred.

Salary will be competitive and commensurate with experience. VHI also offers a competitive benefits package.

### **Application Process**

To apply, e-mail your resume, a cover letter that explains how your skills align with the requirements above, and salary requirements to: **VHI@raffa.com** (*e-mail applications are required*). For other inquiries, contact Peggy Sand at psand@raffa.com.

**Victory Housing, Inc. is an equal opportunity employer. Applications from women and persons of color are encouraged. Resume reviews begin immediately.**