

## **HOUSING FINANCE AND DEVELOPMENT ADMINISTRATOR**

Loudoun County is seeking an innovative and accomplished senior leader with a demonstrated technical affordable housing finance and development background to champion and orchestrate efforts to develop affordable housing.

The position is responsible for leading the housing finance team tasked with deal sourcing and obtaining/applying the financial tools necessary to support the private sector in developing significant amounts of affordable housing to meet the County's unmet housing needs. This position is characterized by a high degree of initiative and dedication to preserving and producing affordable housing and an ability to effectively work with diverse stakeholders including the Board of Supervisors, lenders, private foundations, the business community, non-profit and for-profit affordable housing developers, Federal and State agencies, and other County departments and human services agencies to create affordable housing for Loudoun County. This position proactively leads a professional staff in identifying and implementing workable strategies, obtaining private sector, Federal, and State funding, identifying suitable development sites, and cultivating development partners. The team includes the Housing Finance Project Manager, Housing Analyst, Community Development Block Grant (CDBG) Program Manager and CDBG Accounts Assistant.

The successful candidate must demonstrate:

- Specific experience and success in putting together the financing needed to acquire and/or develop affordable housing projects
- Excellent writing, presentation and analytical skills
- Senior-level knowledge of housing finance and project management
- Strategic thinking and problem-solving
- Effective communication with staff, developers, the public, and elected/appointed officials
- Initiative
- Leadership skills exhibiting integrity, trustworthiness, respect, and team collaboration
- Extensive understanding of affordable housing fundamentals, financing, market dynamics, and economic and demographic drivers
- Knowledge of best practices to acquire and/or develop affordable and workforce housing
- Knowledge of RFPs, HAP contracts, NOFAs, and Regulatory Agreements
- Knowledge of and sensitivity to the concerns and needs of lower income people
- Supervision of professional staff

Loudoun County Regular Full-time Employees are eligible for full benefits including but not limited to the following as a part of a total rewards package!

- Retirement from the Virginia Retirement System (VRS)
- Annual leave
- Sick leave
- Annual Paid Holidays
- Group Health Plan
- Group Life Insurance
- Exceptional Performance Recognition
- Credit Union Membership
- Employee Assistance Program (EAP)
- Education and Career Development

**HIRING RANGE: \$84,670.89-\$120,656.02-Salary Commensurate with Experience**

Any combination of education and experience equivalent to a Master's Degree in housing finance, real estate and development, economic development, or urban planning and a minimum of seven (7) years of direct professional and supervisory experience administering affordable housing finance programs and developing multi-family rental housing. Requires direct experience in structuring deals using Low Income Housing Tax Credits (LIHTC); HUD programs to include 221(d)(4) Affordable and CDBG; bond financing, Virginia Housing REACH and mixed income funding products, CDFI financing, and other public and private sector programs. Advanced training and certification in economic development, affordable housing, community development, or real estate through quality training programs and senior level work experience in local government preferred.

Completion of Supplemental Questions required for consideration of application.

Employment is contingent upon successful completion of criminal background, DMV and credit checks. A valid automobile driver's license is required.

Salary Range: \$84,670-\$156,641. Recruitment #22-136-3410. Visit our on-line employment center at <https://www.loudoun.gov> for more information and to apply. EOE