

Position Profile

Chief Executive Officer

National Association of Housing and Redevelopment Officials

Washington, DC



The National Association of Housing and Redevelopment Officials (NAHRO) seeks a dynamic Chief Executive Officer with a desire to join a mission-driven association and build on NAHRO's nearly 90-year commitment to being the leading housing and community development association that inspires the creation of strong and sustainable communities across the United States.

The Organization

Established in 1933, NAHRO is a membership organization of more than 19,500 housing and community development providers and professionals throughout the United States who create and manage affordable housing for low- and middle-income families and support vibrant communities that enhance the quality of life for all. NAHRO members administer more than three million homes for more than eight million people.

Mission

To be the leading housing and community development association that inspires the creation of strong and sustainable communities.

Values

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|-----------------|-------------|------------|
| Professionalism | Opportunity | Leadership |
| Collaboration | Innovation | Fairness |
| Sustainability | Knowledge | Equality |

With more than 17,000 individual members and associates and 2,500 agency members, NAHRO members own or administer nearly 900,000 units of public housing (a vast majority of the nation's inventory), more than 1,600,000 units of tenant-based Section 8 housing, and nearly 400,000 units of other assisted housing. NAHRO's membership reflects the breadth and depth of housing and community development from developed urban areas to rural communities, and NAHRO values the expertise, passion, and contributions to the field that its membership brings.

NAHRO is the "go-to" association for housing and community development, leading the sector through advocacy and policy, networking and collaboration, and professional development and training. The association organizes its work and resources in support of six strategic goals:

- **Policy & Advocacy** – Develop and implement responsible housing and community development policy by advocating for legislation, regulations, core programs, and innovative initiatives.
- **Professional Development** – Serve as the leading resource in developing the professional expertise and credibility of housing and community development practitioners.
- **Networking & Partnerships** – Expand reach through partnerships and collaborations across regions and chapters and stakeholders in complementary sectors.
- **DEI** – Advance diversity, equity, and inclusion as crucial to healthy communities through real and meaningful policy and programs.

- **Thought Leadership** – Enhance member experience and next-generation professionals through communications, networking, and information exchange.
- **Operational Excellence** – Build operational excellence through financial sustainability, exploring new business opportunities, and maximizing efficiency.

NAHRO is governed by a 50-member Board of Governors, with seven national standing committees, five national advisory committees, and four additional leadership groups supporting the work of the association. Eight regional councils and approximately 32 active chapters facilitate participation at the local level. Some states have “state associations” in lieu of chapters. With support from the Senior Vice President, the NAHRO CEO implements and executes strategic priorities that advances the vision identified by the Board President.

NAHRO’s current budget is \$6M and boasts a staff of 23 industry experts in advocacy, professional development, and agency administration. NAHRO’s former CEO, Adrienne Todman, left the organization in June 2021 to serve as Deputy Secretary of the US Department of Housing and Urban Development. Mike Gerber, President & CEO of the Housing Authority of the City of Austin, is serving as NAHRO’s Interim CEO. For more information, please visit the website at <https://www.nahro.org/>

The Position

The Chief Executive Officer (CEO) reports directly to the NAHRO Board of Governors, under the stewardship of the President and Senior Vice President, and the Steering Committee. The CEO serves as the spokesperson, liaison, and coordinator with major stakeholders and is responsible for leading the implementation of the strategic plan, resolutions, goals, and procedures established by the Board of Governors, interpreted through the NAHRO Constitution, and resolved by and through the committee structure to the Steering Committee. Responsibilities also include the management of all operations of NAHRO through supervision, delegation, coordination, planning, and management of paid staff. The CEO directly supervises the Chief Operating Officer, the Director of Policy, the Director of Congressional Relations & Advocacy, the Director of Communication, the Director of Conferences, the Director of Membership, the Director of Professional Development, the Director of Certification, and the Director of Board Relations.

Leadership Outlook and Near-Term Priorities

NAHRO’s CEO provides inspirational and coalition building leadership both inside and outside the organization, continually building and broadening the association’s impact. Toward these ends, near-term priorities for the next 12-18 months include:

- NAHRO’s Action Alert Center – Supporting \$150B for housing in the Build Back Better Act
- 2021 Legislative and Regulatory Agenda – NAHRO’s bold vision for Congress and the Administration
- Building Communities – building affordable and sustainable communities through education, innovation and advocacy
- Coronavirus Resources for housing authorities
- Enhancement of E-Learnings and Virtual Classrooms
- Professional development for expanded challenges of implementing complex housing and community development programs in an evolving industry
- Strengthen communications and NAHRO’s presence across multiple audiences

Key Responsibilities

Reporting to the NAHRO Board of Governors, the CEO is responsible for the following functions:

Board of Governors

- Manages the implementation of and progress reports on goals, objectives, and tasks that support the accomplishing of the strategic plan.
- Provides transparent financial reports and audits, and immediately communicates financial or fiduciary issues to the Board of Governors.
- Communicates with the Board of Governors regarding the association, partners, and stakeholders.
- Serves as Secretary and Treasurer of NAHRO and Transpire, the entity that provides administrative support to many of the Regional Chapters of NAHRO.
- Understands the committee and leadership structures and decision-making authority and helps to guide and encourage the committees' governance.
- Sustains and empowers the democratic process and functions of the association and understands the Board of Governors' finality.
- Assists the association and leadership to understand and interpret the NAHRO Constitution.

Program and Service Delivery to the Association

- Manages and supports the successful implementation and delivery of:
 - Member engagement, retention, and growth
 - Conferences and other events
 - Professional development services and programs
 - Advocacy services to the membership
- Leads the association's efforts to maintain and build strong and respected relationships with HUD; Congress; complementary member organizations particularly in education, job training, and healthcare; international agencies; and others.
- Ensures that NAHRO is the "go to" entity for industry professionals and policy makers through:
 - Development of strong personal relationships with law and policy makers
 - Dynamic, relevant publications
 - Social and traditional media presence
 - Website and communications vehicles for members
 - Collection of information and serving as a resource for legislative and regulatory policy makers

Finance and Fiscal Administration Management

- Retains accountability for the association's financial performance, fiscal health and sustainability, and compliance with all legal and performance obligations.
- Recommends and manages annual budgets including financial plans for crises or unforeseen issues and minimizing risk to the association.
- Ensures transparent financial reporting to the Budget & Administration Committee and the Board of Governors, and completion of an annual financial audit.

Human Resources Management

- Assesses and builds an organizational structure that aligns with the implementation of the strategic plan, builds capacity, and defines the succession plan that ensures business continuity for the association.
- Ensures that the employee life cycle aligns with the approved Personnel Policy and relevant law.
- Creates a work environment where talented and enthusiastic employees thrive and contribute to a high performing team.
- Develops avenues for career growth, training, certification, and expansion of staff talent and skills to benefit the association.

Experience and Attributes

Successful candidates for this position will share NAHRO's commitment to its diverse membership and mission, will bring experience with housing and community development, and will bring a passion for making an impact at the national level that reflects the diversity of its membership's local communities. NAHRO seeks candidates who bring a variety of experiences and attributes including:

- Innovative and stellar strategic mindset with a successful record of accomplishment aligning multiple stakeholders around a common vision and related strategies; the ability to foster an outcomes-driven team.
- Knowledge about state and/or federal policies that impact NAHRO's work and organizations that provide affordable housing opportunities; must have the ability to distill the interests and needs of NAHRO's members and interpret state policies to understand how they will affect chapters across the United States.
- Extraordinary relationship building skills to strengthen NAHRO's engagement with its members, Congress, federal agencies, and partners.
- Proven capacity to convene, collaborate, and build coalitions with other advocates and stakeholders to enact needed change in public policy for affordable housing.
- Communication style that includes listening and responding to a wide variety of audiences.
- Ability to educate, inspire, persuade, and motivate a variety of key audiences including elected officials, government agencies, donors, and the media.
- Innovative collaboration with the Board in their governing role, working with board leaders to get buy in on an organization's vision; demonstrated creative thinking on new ventures, new goals, and new methods.
- Inclusive leadership and management style that encourages staff in ways that motivate them to perform their best and provide opportunities for professional advancement.
- Business acumen and management skills of an association with the ability to maintain sustainability of regional and state chapters and associations.
- Bachelor's degree, master's preferred.

Salary will be competitive and commensurate with experience.

Application Process

To apply, upload resume, cover letter, and salary requirements by [clicking here](#). For other inquiries, contact Olive Idehen at olive.idehen@marcumllp.com. Please do not contact anyone from the NAHRO Search Committee, Board, or staff with questions regarding your candidacy. All questions should be directed to Marcum. Resume reviews begin immediately.

NAHRO is an Equal Employment Opportunity (EEO) employer. Candidates for employment are considered without regard to race, age, religion, color, gender, national origin, disability, military status, marital status, sexual orientation, family responsibilities, political affiliation or any other characteristic protected by federal, state or local law. Our non-discrimination policy applies to all facets of employment, including recruiting, employment, promotion, demotion, dismissal and compensation.

About Marcum's Nonprofit & Social Sector Group

On behalf of NAHRO, Marcum's Nonprofit & Social Sector Group is working with the Board of Governors to advance the search. Founded in 1984, we are, and always have been, a mission-driven professional services firm seeking to do more for nonprofits and socially conscious companies like NAHRO. Learn more about our work at <http://marcumllp.com/industries/nonprofit-social-sector>.