

CAREER OPPORTUNITY

DIRECTOR OF DEVELOPMENT

Position Summary: Under the Director of the Chief Executive Officer, the Director of Development's primary purpose is to plan, direct and manage planning, design development, capital project initiatives, redevelopment projects, tax credit programs and RAD for TGHA. This position articulates and communicates TGHA's vision and direction with respect to development strategies both internally to TGHA and with external stakeholders. This position involves the management and oversight of agency-wide and sites-specific planning and environmental studies, financial analysis, and design development. This position undertakes interagency coordination, financial analysis of development initiatives, secures development funding, secures local zoning and other land use approvals, develops detailed construction specifications and coordinates developer selection processes.

Example Listing of Tasks:

- Informs all appropriate TGHA residents, agencies, and departments on TGHA development objectives. Coordinates with the CEO to meet with various stakeholders to exchange information and promote understanding of TGHA initiatives and activities. Conducts joint planning and meets regularly with Development/Real Estate Committee and other internal business units to review development project status, update project timelines, and identify and resolve obstacles and uses that impact development project timelines and budgets. Plans, develops, monitors, and administers all capital improvement, development, and other mixed finance development projects. Develops and implements contract administration policies, procedures, and methods for construction management and development projects upon approval from TGHA board and/or CEO.
- Monitors and ensures adherence to all policies and procedures related to compliance with the Landlord Tenant Act, Section 8, Fair Housing practices, LIHTC, and funding sources such as Housing and Urban Development (HUD); works closely with Internal and External Compliance Teams to ensure compliance issues are addressed in a timely manner.

Desired Applicant:

Bachelor's Degree in Urban Development and Planning, Business or Public Administration, Architecture, Engineering, or another related field required. Experience in public housing development or redevelopment required. Experience in Low Income Housing Tax Credit and bond-issuance development desirable. Experience with RAD desirable. Extensive experience in federal contract administration preferred. Ten years of experience at a highly professional level in housing construction and renovation. Ten years professional experience in a federally assisted housing program including administrative and supervisory experience. Expertise with 365 MS Office Suite, CAD experience desirable.



To Apply:

Please email your cover letter and resume to employment@tgha.net with "Director of Development" in the subject line.

Deadline to Apply:

Until Filled

Greenville Housing Authority
122 Edinburg Court
Greenville, SC 29607
PHONE: 864-467-4250
TDD: 864-467-4203
TOLL FREE: 844-411-TGHA (8442)
tgha.net

TGHA is an Equal Opportunity Employer and provides Equal Housing Opportunities

