

THE HOUSING AUTHORITY OF THE CITY OF SAN BUENAVENTURA

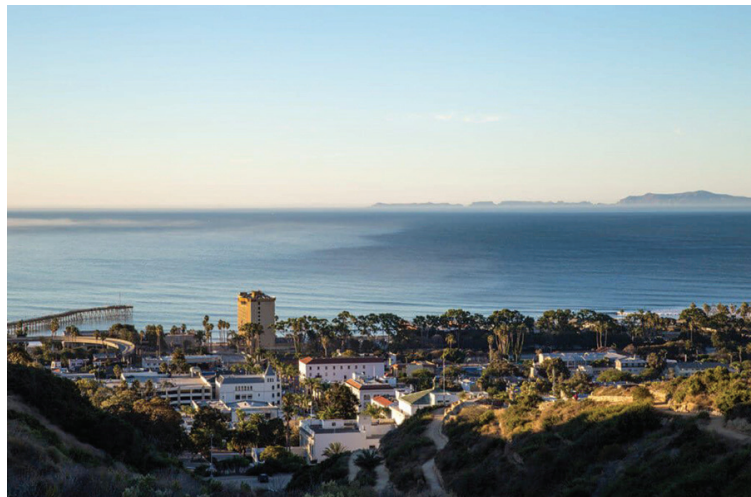


invites your interest for the position of

**CHIEF EXECUTIVE
OFFICER**

The City and Community of San Buenaventura

The beautiful city of San Buenaventura is a coastal community considered to be one of America's most desirable places to live. This historic city offers ideal amenities such as a moderate climate, pristine beaches, beautiful mountains, and a host of outdoor activities. Residents enjoy an excellent education system, an abundance of farm-fresh produce, and a diverse culture with friendly people, where all are welcome.



Ventura, was founded in 1782 and officially named San Buenaventura, incorporating as a city in 1866. Located along the Pacific Ocean, Ventura is situated 63 miles northwest of Los Angeles and 30 miles south of Santa Barbara. The rolling hills and sweeping ocean views are reminiscent of a European seaside village and are often compared to Hawaii's mainland. With a resident population of 109,000, locals enjoy its mild Mediterranean climate and wonderful quality of life. This community is known for its thriving cultural scene, award-winning, National Blue Ribbon, California Distinguished Schools, and engaged citizens who actively participate in improving the community.

Such a desirable place to live comes with a high cost of living with housing being the biggest cost of living challenge. And for the past 70 years, The Housing Authority of the City of San Buenaventura has focused on creating affordable housing opportunities for the city's most vulnerable populations.

The Housing Authority of the City of San Buenaventura

The Housing Authority of the City of San Buenaventura (HACSB) was founded in 1949 to create affordable housing to help the City's most vulnerable populations: low-income families, homeless seniors, veterans, and people with disabilities. It operates as an independent agency governed by a seven-member Board of Commissioners. The City Council of San Buenaventura, on an at-large basis, appoints the Commissioners. Two of the Commissioners must be tenants of the Housing Authority. HACSB operates with a mission to "provide and develop quality affordable housing for eligible low-income residents of Ventura County and to establish strong partnerships necessary for HACSB customers to achieve personal goals related to literacy and education; health and wellness; and job training and employment leading to personal growth and economic self-sufficiency."

HACSB is the largest residential landlord in the City of Ventura, with 219 public housing units, more than 1,480 Housing Choice Vouchers, and over 1,000 nonprofit affordable rental units. The agency actively works to increase the supply of affordable housing and improve the quality of life and help its residents achieve self-sufficiency and or age in place. While HACSB has been recognized as a high performer and an innovative leader among housing authorities nationally, it doesn't operate as a strictly traditional Housing Authority.



The Housing Authority prides itself as a progressive, different, and unique community partner in offering programs that provide adult and youth education, work training and financial literacy, and fosters improved health and safety, and food security. This level of community support improves the lives of tenants and promotes self-sufficiency and upward mobility. The agency is also an active development entity, seeking development and real estate partnerships and other creative means to increase affordable housing opportunities.

The agency has enjoyed and benefited from a lengthy period of stability and continuity including the current CEO serving in this capacity for the past 11 years. The HACSB team operates within an organizational culture

rooted in an environment of mutual respect, progressive ideas, dedication to its mission, and an appreciation for the legacy of HACSB accomplishments. The expectation is to further enhance this rich culture while fostering new approaches and ideas toward expanding affordable housing opportunities for the population it serves.

The Position and Ideal Candidate

The new CEO will oversee an HACSB organization including 76 FTEs with eight direct reports overseeing the areas of: Real Estate Development, Property Operations, Assisted Housing, Community Services, Asset Management, Finance, Information Technology, and Human Resources. In reporting to a seasoned Board of Commissioners, the CEO will provide leadership to a committed and dedicated staff while serving as a key face to the community and residents served by HACSB.

Organizational leadership is a key priority for the CEO position. Operationally, the wide array of short- and long-range objectives related to housing development, property and asset management, neighborhood revitalization, housing assistance programs, resident empowerment programs, Diversity, Equity, and Inclusion (DEI) efforts, and anti-poverty initiatives must all support the organization's strategic goals while yielding positive results in an efficient and timely fashion. The CEO will need to maintain a close working relationship and strong communication with the Board, and must ensure all HACSB staff are aligned with vision, mission, and annual goals.

Housing development efforts are another area of focus for this role. HACSB has led innovative initiatives that allowed



the organization to creatively acquire or develop new affordable units with complex financial structures. This ongoing priority is essential as development efforts are viewed as key to the future of this and other housing authorities. A Home Key Project involving a Limited Partnership to convert 140 units from a local hotel to permanent supportive housing is a current priority that involves layers of complexity in coordinating the myriad of partners and agencies that will provide support services. HACSB was also one of the first housing authorities in the county to participate in the Rental Assistance Demonstration program (RAD), which allowed the agency to renovate hundreds of existing public housing units. Effective utilization of the RAD program will continue to be a critical tool in the ability to redevelop and improve housing projects. As well as Faircloth to RAD conversions.

Community leadership, outreach, advocacy, and residential relationships are also focus areas for the CEO. HACSB will continue to take an active leadership role in identifying housing needs, providing programs and services, and advocating for those they serve. These efforts require a passionate, energetic, and dedicated proponent with an unwavering commitment to the mission. The new CEO will work collaboratively with the Board and the Executive Leadership team to develop and implement strategies and initiatives that advance diversity, equity, and inclusivity within the agency. This includes strategic implementation of the comprehensive DEI strategy and leading implementation of DEI initiatives, while providing thought leadership in creating innovative staff development programming that incorporates DEI issues. Ultimately, the desire is to evolve the organizational culture towards embracing new diversity programs that confront and address those issues.

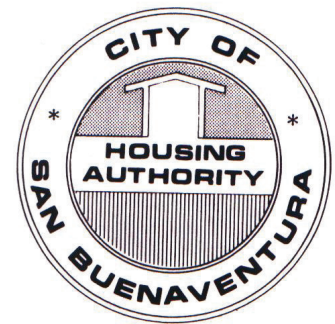
The ideal candidate will be a strategic, big picture thinker that operates with a collaborative, and collegial style. Excellent interpersonal, communication, and presentation skills, along with a strong orientation towards relationship building are essential aspects of this position. The CEO will have a positive leadership style reflecting a team oriented, adaptive, and flexible management approach while serving as a role model and mentor/coach.

Excellent administration and personnel management skills are expected in this role. A strong background with development projects including knowledge of housing tax credits and the ability to evaluate project proforma's is essential to this role. The position requires 10 or more years of experience in the management of complex, large housing authority, non-profit or affordable housing entities including a minimum of seven years in an executive leadership role. A Bachelor's degree in business/public administration finance, urban studies or a related field is required, with a Master's degree preferred.

Compensation and Benefits

The salary range for this position is open and negotiable, depending on qualifications. HACSB offers a competitive benefits package that includes:

- ◆ **Retirement:** Participation in CalPERS with Classic members eligible for 2% @ 60 formula. New members to CalPERS participate in PEPPRA with a 2% @ 62 formula. HACSB does not participate in Social Security.
- ◆ **Health Benefits:** HACSB offers an allowance of up to \$10,200 annually towards health insurance. Options include - Medical, Dental, Vision and an agency paid \$50,000 life insurance policy. We offer a choice of several plans to choose from.
- ◆ **Flexible Spending Accounts (FSA):** We offer a Medical FSA of up to \$2,000 and a DFSA for Childcare needs up to \$5,000.
- ◆ **Holidays:** We have 13 holidays and 1 Floating Holiday.
- ◆ **Vacation:** 80 hours annually accrued bi-weekly for the first five years of employment, 120 hours annually accrued bi-weekly through year 10, and 160 hours annually accrued bi-weekly over 10 years. With a 240-hour cap.
- ◆ **Auto Allowance:** \$425 per month.
- ◆ **Sick Leave:** 96 hours annually, accrued at 8 hours per month.
- ◆ **4/10 Work Schedule:** HACSB offices are closed every Friday. Office hours are Monday-Thursday 7:00 am to 5:30 pm.
- ◆ **Deferred Compensation:** CalPERS 457 Deferred Compensation Plan.
- ◆ **Additional Benefits Include:** Employee Assistance Program, and AFLAC & Colonial Life Supplemental Insurance plans.



The Process

To be considered for this exceptional career opportunity, please visit the Avery Associates Career Portal on our website at <http://www.averyassoc.net/current-searches/> to upload your letter of interest, resume and contact information, including email addresses for five work-related references (who will not be contacted until after an interview takes place).

Paul Kimura or Bill Lopez
Avery Associates
16 Lyndon Ave., Suite 200
Los Gatos, CA 95030
E-mail: jobs@averyassoc.net



The final filing date for this recruitment is May 12, 2023. A final appointment for the position is expected by late July with a desired start date in August.

If you have any questions regarding this position, please feel free to contact Paul Kimura at 408.399.4424 or by email: paulk@averyassoc.net or Bill Lopez at 408.888.4099 or by email: williaml@averyassoc.net.