



JOB POSTING

Program Manager North Texas

The Organization:

The Corporation for Supportive Housing (CSH) is a national, nonprofit organization that helps communities create permanent housing with services to prevent and end homelessness. CSH advances its mission by providing high-quality advice and development expertise, by making loans and grants to supportive housing sponsors, by strengthening the supportive housing industry, and by reforming public policy to make it easier to create and operate supportive housing. CSH delivers its core services primarily through staff stationed in 13 states (Arizona, California, Connecticut, Illinois, Indiana, Michigan, Minnesota, New Jersey, New York, Ohio, Oregon, Rhode Island and Texas) and the District of Columbia. CSH also reaches many other communities that request assistance through its National Program staff.

The Position:

The Corporation for Supportive Housing is seeking a creative, goal-oriented individual for a Program Manager position based in Dallas. Please note that this position is a one-year contract position that will not be renewed unless CSH is able to secure funding to support this position.

Under the direction of the Texas Director (based in Austin), the North Texas Program Manager will provide project-specific assistance, training and capacity building to community-based partners in both the public and private sectors. In this role, the Program Manager will work directly with CSH program staff as well as nonprofit and government sponsors on supportive housing projects and development initiatives that are sponsored by government partnerships. The Program Manager will work primarily in Dallas and Fort Worth.

Responsibilities:

- In collaboration with CSH partner organizations, provide leadership for the design and implementation of capacity building program for community based organizations in Dallas and Fort Worth to increase the production of new high-quality supportive housing.
- Deliver training on supportive housing development, service delivery, and property and asset management
- Provide technical assistance to nonprofit housing sponsors in developing supportive housing including project conceptualization; creating a development team; locating and evaluating sites; assembling financing; overseeing design and construction; gaining community support; and planning for effective services and operations.
- Work with existing PSH providers to improve the operation and effectiveness of existing PSH units.
- Originate loans and conduct necessary due diligence of projects and development teams. Review and evaluate development budgets, operating budgets and services plans for projects as part of the CSH underwriting process. Oversee closing, disbursement, and servicing of CSH loans in North Texas.
- Develop and maintain positive relationships and work cooperatively with public and private agencies, housing and service providers, funders, consultants, coalitions and advocacy groups.
- Provide guidance in developing the housing policy agenda at the local and state levels with the goal of ensuring adequate, comprehensive and flexible State and local support for the capital, operating, and service costs of new supportive housing development.
- Support the Texas Director in fundraising efforts for the North Texas region.
- Perform other related duties or special projects as assigned by the supervisor.

Qualifications:

- Bachelor's degree; advanced degree preferred. Equivalent experience may substitute for education.
- Minimum of 5 years of experience in low income/supportive housing development and/or housing operations, housing-based supportive services, underwriting and financial analysis, funding of low-income and affordable housing programs, or community development activities; experience in the supportive housing field is preferred.
- Knowledge of the Low Income Housing Tax Credit program and other affordable and supportive housing financing programs at the federal, state, county and city levels.
- Familiarity with and/or interest in issues related to supportive housing including homelessness, low-income housing, finance, state and local policies, social service delivery, community development, mental illness, AIDS, harm reduction, etc.
- Demonstrated skills at building high quality teams; building trusted relationships among staff and partners; setting and managing performance expectations.
- Demonstrated ability to work effectively with government agencies and community-based organizations.
- Demonstrated experience at managing multiple assignments effectively.
- Candidates must be able to take initiative and pursue program goals with a focus on objectives and outcomes.
- Excellent verbal and written communication skills.
- Occasional travel required.
- Excellent computer skills including extensive knowledge of MS Word and MS Excel.

Contact:

Resumes of all qualified and interested candidates may be e-mailed to jobs@csh.org

The Corporation for Supportive Housing is committed to a policy of equal treatment and opportunity in every aspect of its relations with staff members and prospective employees, and will not discriminate against applicants for employment because of race, creed, color, national origin, age, disability, marital status, sex, or sexual orientation. CSH is also committed to a policy of affirmative action in the hiring of staff and encourages employment applications from people who are representative of the culturally and ethnically diverse communities CSH serves.