



Executive Director Recruitment Announcement

The Poughkeepsie Housing Authority (PHA) seeks an innovative, ethical and results-driven executive to serve as its next Executive Director. Reporting to the seven-member Board of Commissioners, the Executive Director serves as Chief Executive Officer and will guide PHA through a transformative period of redevelopment, organizational renewal, housing preservation and resident-centered service.

The successful candidate will combine vision, sound judgment, fiscal discipline, housing expertise and collaborative leadership to strengthen operations, advance redevelopment, support residents and position the Authority for long-term sustainability. The Executive Director is expected to exercise independent judgment, sound executive leadership and strategic decision-making within the policies established by the Board.

About the Poughkeepsie Housing Authority

PHA operates five public housing sites comprising 359 units, administers approximately 169 Housing Choice Vouchers and employs approximately 20 staff members. The Authority is advancing major preservation and redevelopment initiatives, including RAD, Section 18 repositioning, Choice Neighborhoods, modernization, capital improvements and partnership-driven strategies.

PHA is committed to providing safe, affordable housing while creating pathways to economic opportunity, homeownership and upward mobility for low-income individuals, families, seniors and children.

Position Summary

Under the policy direction of the Board, the Executive Director is accountable for the planning, administration and overall performance of the Authority. The Executive Director leads daily operations and long-range strategy while ensuring HUD compliance, sound fiscal practices and alignment with PHA's mission.

This role requires an accomplished leader who can balance operational excellence with redevelopment strategy, financial stewardship, staff leadership, resident engagement, public accountability and strong governmental, community, funding and development partnerships. The Board seeks a leader prepared to move the Authority beyond maintenance of the status quo and build a high-performing, sustainable organization.

Key Responsibilities

- Provide executive leadership for PHA's public housing, Housing Choice Voucher, maintenance, redevelopment, finance, procurement, human resources, resident services and administrative functions.
- Implement Board policies, support effective governance and provide timely information, recommendations and performance reporting to assist Board oversight and decision-making.
- Ensure compliance with HUD requirements, federal, state and local laws, procurement standards, audits, inspections, PHAS, SEMAP, corrective action plans and other regulatory performance measures.
- Direct budgeting, financial reporting, audits, internal controls, contract administration and fiscal management while ensuring sound stewardship and clear financial communication to the Board.
- Lead redevelopment and preservation strategies, including RAD, Section 18, LIHTC, mixed-finance development, project-based vouchers, modernization, capital improvements, asset management and Choice Neighborhoods initiatives.
- Pursue grants, philanthropic opportunities, strategic partnerships and alternative funding sources that support operations, redevelopment, resident services and long-term organizational sustainability.
- Establish performance measures, monitor outcomes, strengthen organizational systems and recruit, supervise, mentor, evaluate and develop staff while promoting accountability, teamwork and succession planning.

- Strengthen resident communication, dignity, trust and engagement, particularly during redevelopment, modernization, relocation and major operational initiatives. Support partnerships that advance self-sufficiency, education, workforce opportunity and quality of life.
- Conduct regular reviews of properties, programs, maintenance operations, risk areas and service delivery to ensure safe, responsive and effective operations.
- Represent PHA before HUD, residents, elected officials, municipal leaders, labor representatives, governmental agencies, developers, lenders, funders and community stakeholders.
- Lead the Authority through emergencies, operational disruptions, regulatory challenges, public relations matters and organizational transitions while maintaining a collaborative, solutions-oriented culture.

Minimum Qualifications

- Bachelor's degree required. A master's degree in public administration, business administration, urban planning, public policy, housing management, finance or a related field is preferred.
- At least seven years of progressively responsible executive or senior management experience, including at least two years supervising professional staff, in public or affordable housing, government administration, community development, redevelopment, nonprofit housing or a comparable executive leadership environment.
- Strong knowledge of HUD regulations, public housing operations, Housing Choice Voucher administration, asset management, procurement, contract administration, public-sector budgeting, audits and financial reporting.
- Direct experience with or strong working knowledge of affordable housing redevelopment, RAD, Section 18, LIHTC, mixed-finance development, project-based vouchers, Choice Neighborhoods, capital improvements, modernization or housing preservation strategies is strongly preferred.
- Demonstrated success leading organizational change, improving operational performance, implementing policy and managing complex initiatives in a public-sector or similarly accountable environment.
- Demonstrated success in grant development, resource development, fundraising, strategic partnerships or alternative funding strategies is preferred.
- Strong communication, interpersonal, negotiation and relationship-building skills with residents, staff, commissioners, HUD, elected officials, developers, lenders, funders and community partners. Experience leading diverse teams and working effectively with individuals and communities of varied socioeconomic backgrounds is required.
- Experience negotiating, administering or working effectively within a unionized workforce environment is preferred. The successful candidate must obtain NAHRO Public Housing Management or Executive Director Certification within one year of employment.
- Equivalent combinations of education, training and directly related experience may be considered only when they demonstrate comparable executive leadership responsibility and relevant accomplishments.

Because this is a chief executive role, candidates should demonstrate enterprise-level responsibility for multiple organizational functions, direct accountability for budgets and staff, regular reporting to a governing board and measurable results in a complex, publicly accountable environment. Technical or program-specific experience without comparable organizational leadership will not, by itself, satisfy the executive experience requirement.

The Board will give greatest consideration to candidates who can demonstrate measurable accomplishments in HUD performance, financial stabilization, redevelopment, resource generation, staff development, resident trust and governmental or community partnerships.

Leadership Profile

The Board seeks a visionary, strategic and practical leader with integrity, executive presence, political awareness, emotional intelligence and resilience. The successful candidate must demonstrate transparency, accountability, fiscal stewardship, creativity and a commitment to resident dignity, equity, inclusion and service excellence. This individual must be able to inspire confidence, build consensus, lead change and foster a high-performing, collaborative and solutions-oriented organizational culture.

Compensation and Benefits

This is an exempt, full-time executive position reporting directly to the Board of Commissioners. The annual salary range is **\$125,000 to \$150,000**, commensurate with experience, qualifications and demonstrated executive leadership accomplishments. In addition to base salary, PHA offers a comprehensive benefits package with an estimated annual employer value of **\$50,000**, in accordance with Authority policy.

Application Process

Interested candidates should submit a cover letter, current resume and three professional references demonstrating relevant qualifications and executive leadership experience. The cover letter should briefly address the candidate's record in organizational leadership, HUD-regulated housing, redevelopment or preservation, fiscal management and grants, partnerships or alternative resource generation. Materials should be submitted to:

Dr. Felicia A. Watson

Chairperson, Personnel Committee

Poughkeepsie Housing Authority

fwatson@poughkeepsiehousingauthority.org

Applications received by **September 30, 2026** will receive first consideration. Applications will be reviewed as received and interviews may begin prior to that date as qualified candidates are identified. The position will remain open until filled.

Finalists may be required to complete employment verification, educational credential verification, background review and any post-offer examinations or requirements authorized by law or Authority policy. The Poughkeepsie Housing Authority is an Equal Opportunity Employer committed to fostering a diverse, equitable and inclusive workplace. The Authority reserves the right to extend the first consideration date, reopen the recruitment process or make no appointment if it determines such action to be in its best interest.