



Accepting applications for:

Housing Administrator

Neighborhood Services Division

Neighborhood & Development Services Department

Application deadline: Friday, July 15, 2022

Visit www.icgov.org/jobs to apply online

One permanent full time position available

Full salary range: \$80,766.40 – \$124,550.40

Hours: Monday – Friday, 8:00am – 5:00pm

Job summary:

Provides administrative oversight to all operations and activities of the Iowa City Housing Authority. Directs and manages Housing Choice Voucher, Public Housing, Homeownership, Family Self-Sufficiency and other programs to meet federal requirements. Supervises the performance of Housing Authority staff. Develops the Housing Authority budget and monitors expenditures throughout the year.

Minimum qualifications:

Bachelor's degree in public administration/business or related field from an educational institution accredited by a DOE recognized accreditation body required. Three years of related experience and/or training required. Or equivalent combination of education and experience. Public Housing or Housing Choice Voucher Management Certificate or other equivalent HUD certification required within first 12 months of hire. Valid driver's license with satisfactory driving record required. Must be 18 years of age per Iowa Code 92.8. Must pass criminal background check.

Preferred qualifications:

Five years' management experience with experience in a public housing agency preferred. Public Housing/HCV Management Certificate (HUD) preferred.

More information:

A full job description including a listing of essential duties and responsibilities and necessary knowledge, skills and abilities is available at www.icgov.org/jobs under Job Descriptions.

It is the policy of the City of Iowa City to afford equal employment opportunities for all employees and potential City employees.

Date posted: June 24, 2022

