



POSITION GUIDE

ORGANIZATION:	New Hampshire Housing Finance Authority
POSITION:	Executive Director and Chief Executive Officer
REPORT TO:	Board of Directors
LOCATION:	Bedford, NH

MISSION

New Hampshire Housing's mission is to promote, finance and support affordable housing and related services for the people of New Hampshire.

VISION

A New Hampshire with decent, affordable housing for all.

VALUES

- **Commitment and Leadership:** Achieve excellence by working together to proactively and effectively demonstrate leadership.
- **Responsiveness and Collaboration:** Work with and be responsive to each other and our business partners in the pursuit of opportunities to achieve our goals.
- **Stewardship and Integrity:** Exhibit prudent, ethical, and transparent administration of limited public resources and be accountable and reliable in all matters.
- **Respect and Honesty:** Treat everyone we encounter with dignity and mutual respect and be inclusive, candid, and open in our communications and behavior.
- **Creativity and Innovation:** Think objectively and listen with open minds, raise questions, challenge assumptions, and promote an atmosphere that elicits creativity and innovation.
- **Alertness and Agility:** Be vigilant and prepared to adapt to changing conditions, opportunities, and challenges.
- **Trust and Teamwork:** Establish, grow, extend, and embrace trust as an essential component of effective working relationships. Embrace teamwork as essential to achieving overall success.

NEW HAMPSHIRE HOUSING FINANCE AUTHORITY



For over 40 years, New Hampshire Housing Finance Authority (New Hampshire Housing) has administered, created, and led the affordable housing initiatives, programs and policies that serve New Hampshire residents. New Hampshire Housing, known for its leadership and excellence in housing program development and administration, homeownership programs, regulation compliance monitoring, statewide housing advocacy work and strong partner relations, was created by state statute to promote, finance, and support affordable housing. The organization has a highly skilled and dedicated team with decades of expertise and passion that works to provide access to safe, decent, and affordable housing for citizens of the Granite State.

As a self-supporting public corporation, New Hampshire Housing operates rental and homeownership programs designed to assist low- and moderate-income persons with obtaining affordable housing. The organization has helped more than 50,000 families purchase their own homes and has been instrumental in financing the creation of more than 15,000 multi-family housing units. New Hampshire Housing provides direct rental housing assistance to thousands of the state's residents. Its programs contribute more than \$500 million to the state's economy annually while helping thousands of its fellow citizens with their housing needs.

OPPORTUNITY

This is an exciting time for New Hampshire Housing with extraordinary opportunities in its future. The Board of Directors is looking for a leader who wants to make a difference in the lives of New Hampshire residents. A foundation of excellence and strength has been established, and the organization is well positioned to continue its work of helping to develop statewide policy and administering and financing programs that create and sustain affordable housing in cooperation with its public and private partners. New Hampshire Housing has earned a reputation of providing expertise, insight, and leadership on affordable housing issues, and needs a strong Executive Director/CEO to continue its efforts on behalf of all New Hampshire's residents.

This year, the State of New Hampshire invested \$25 million in new funds into its Housing Trust Fund, which is administered by New Hampshire Housing. This represents the largest funding increase in 25 years. The organization's long-term advocacy and policy work has resulted in significant housing policy changes and is another indication of the state's strong support and need for affordable housing and the organization's leadership role in this area. In the face of these and other promising funding resources, New Hampshire Housing has been called upon to expand its statewide leadership role while also increasing program investment and impact at an almost unprecedented scale.

The substantial influx of state and federal public resources will provide unique opportunities and challenges for the Executive Director/CEO. Funds amounting to more than \$200 million through

the CARES Act, the American Rescue Plan as well as state housing resources will challenge New Hampshire Housing to implement a considerable level of financial support while preserving its culture of excellence in program administration. This will challenge New Hampshire Housing to maintain its bipartisan approach to ensure that funds are targeted to address and resolve the most prevalent barriers to housing access and affordability.

The new Executive Director/CEO will have the opportunity to work with a deeply experienced, competent, and passionate staff and to skillfully manage during this time of transition and growth. New Hampshire Housing's focus on Diversity, Equity, and Inclusion (DEI) is a priority and the new Executive Director/CEO will lead the organization in strengthening its DEI efforts to support its mission and programs.

The new Executive Director/CEO will join a strong, effective organization. This leader will elevate the efforts of New Hampshire Housing in new ways, exploring advocacy to address the larger issues of affordable housing supply, jobs and economic opportunity, and structural inequality. The next Executive Director/CEO will be able to continue the organization's essential collaboration with state government, local municipalities, and nonprofit organizations in seeking solutions to creating a balanced and adequate supply of affordable housing for the state's workforce and all residents.

POSITION SUMMARY

The Executive Director/CEO administers, manages, and directs the strategic planning and business affairs of New Hampshire Housing in the public and private sectors to achieve the organization's long-range mission and goals, by maximizing the positive impact of its programs. The Executive Director/CEO conducts and guides external relations, builds organizational and financial alliances, and provides leadership in national and state housing policy. The Executive Director/CEO reports to New Hampshire Housing's nine-member board of directors. Key duties include:

- Supervising the Executive Management Team
- Providing executive leadership to the staff and other key stakeholders
- Formulating New Hampshire Housing's operational policies, rules, and regulations
- Supervising the financial operations to maintain New Hampshire Housing's financial integrity and independence
- Serving as the primary liaison to Directors and key external stakeholders
- Representing New Hampshire Housing in legislative affairs
- Serving as the primary spokesperson and sustaining an appropriate presence at all levels of government, within the business and non-profit communities, and the media.

CANDIDATE PROFILE

New Hampshire Housing Finance Authority seeks a visionary, entrepreneurial individual who brings passion, skill and readiness for a high-caliber and high-impact leadership role. The ideal candidate will be a self-starter with excellent interpersonal skills, a thirst for challenge, and a heart for the needs of underserved communities.

This leader will have a proven ability to adapt to a changing market and to strategically navigate the challenges that come with managing a large, statewide organization. A demonstrated history of strong and steady administrative skills will be paramount, as will be the ability to visualize the most effective and efficient structures to support the mission. The next leader will help lead New Hampshire Housing in adapting to changing technologies, market expectations, and changes brought about by significant public investment across all areas of affordable housing.

The next Executive Director/CEO will be skilled at working with civic and public sector officials. Candidates must have a commitment and record of success in working in a nonpartisan manner with diverse state, local, and federal government officials, industry lobbyists, and legislators. A strong understanding of legislative and congressional policymaking as well as the economic and political factors influencing New Hampshire Housing's future is critical.

The executive must possess strong leadership skills and be able to capture the minds and hearts not only of staff, but also of partners and the public at-large. This leader will be able to galvanize, empower and encourage staff to support the mission with openness and transparency. The successful candidate will have networking experience and a history of bringing together varied stakeholders.

Applicants will possess the highest level of oral, written, and interpersonal communication skills to effectively work with and align a broad range of stakeholders including Board members, donors, professional colleagues, public officials, and community partners, as well as the media. Experience with establishing and implementing public-private partnerships is essential.

Preferred candidates will have in-depth knowledge of financial institutions and instruments. The Executive Director/CEO ideally will have hands-on experience with residential real estate development or management, business and human capital development, residential lending, and/or housing development finance.

Familiarity with New Hampshire or extensive experience working in similar areas is a plus, along with a desire to deeply understand the history, economy and demographics of New Hampshire's underserved and at-risk communities. Experience in working in communities with economic challenges and opportunities is required.

Additional requirements: A master's degree in a related field and at least 10 years of relevant work experience or an equivalent combination of education and experience in an organization with a similar mission. Demonstrated knowledge of the housing market, and strong expertise in financial management and oversight.

New Hampshire Housing is committed to a policy of equal employment opportunity and to a practice of diversity, equity, and inclusion as reflected in our values. New Hampshire Housing aims to attract and retain a diverse and dynamic team to contribute to its mission.

To apply, please submit a current resume and letter of introduction to Kittleman & Associates, LLC at <https://bit.ly/2W4sCPK> (click on the Apply button at the bottom of the page).