

CITY OF AUSTIN, TEXAS

DIRECTOR OF HOUSING





AN EXTRAORDINARY CAREER OPPORTUNITY

The City of Austin is seeking a highly qualified and collaborative Director for its Housing Department.

The successful candidate will be instrumental in promoting an effective execution of Austin's Strategic Housing Blueprint, a 10-year plan adopted by Council in 2017, to help align resources, facilitate community partnerships, and create affordable housing throughout the city. Strategic outcomes and indicators for this program include:

- Affordable housing: Creating 60,000 affordable housing units for households earning less than 80% of the median family income
- Community partnerships: Facilitating community partnerships to achieve the plan's goals
- Preventing displacement: Preventing households from being priced out of Austin
- Equitable communities: Fostering equitable, integrated, and diverse communities
- Investing in housing: Investing in housing for those most in need
- Reducing household costs: Helping Austinites reduce their household costs

The Housing Department staff, in partnership with HousingWorks Austin, created a Scorecard to analyze and track the community's progress toward reaching the affordable housing goals.

This is an excellent opportunity for a seasoned leader to partner with diverse stakeholders to achieve outcomes that advance economic opportunity and affordability strategies.





CITY OF AUSTIN, TEXAS

ABOUT AUSTIN

People in Austin enjoy the wide variety of what the city offers, including restaurants, museums, and nature trails, attending world class arts, culture and sporting events at The University of Texas at Austin, browsing uniquely local retailers and vintage shops, and cheering on Austin FC at the Q2 Stadium.

Austin is thriving and is fueled by an influx of people and businesses, making Greater Austin one of the country's fastest-growing regions. Austin is currently the 11th largest city in the U.S. and is projected to be the third largest metro in the U.S. by 2100.

U.S. News & World Report releases a series of lists each year, including the highly respected 150 Best Places to Live. They consider many factors to determine the best, including quality of life, the local job market, value for money, and the place's desirability. Austin is ranked #9 in the U.S. and #1 in Texas for 2025-2026 on that list. Austin is also ranked #9 for best places to find a job and #32 for Best Places to Retire in the US for 2025. In addition, U.S. News and World Report ranked Austin's University of Texas as the #1 public university in Texas, 7th best public university in the nation, 30th among private and public universities, and 15 Austin Metro area high schools made the Best High Schools list. The highest ranked in Austin is #38 in the National Rankings while AISD's Liberal Arts and Science Academy (LASA) is ranked #6 in Texas.

Austin's support of LGBTQ people who live and work in Austin helped the City score 100 points out of 100 on the 2024 Municipal Equality Index from the Human Rights Campaign.

Austin attracts many visitors with its live music events. It's one of the top things to do in Austin all year round, though there's music to enjoy throughout the year – not only during internationally recognized events like the South by Southwest and Austin City Limits Music Festivals. As the "live music capital of the world," Austin serenades the community with live music in the airport terminal, on the downtown streets, and at about 200 venues. Museums in town include The Contemporary Austin, the Blanton Museum of Art, and the Mexic-Arte Museum. Austin offers many community centers, gardens, parks, libraries, churches, synagogues, temples, and other houses of worship and contemplation.

Emerging as a player on the international scene, Austin is well known for its diverse events such as the Austin Food and Wine Festival, Rodeo Austin, Urban Cultural Fest, Reggae Fest, Blues on the Green, Austin Pride Festival, Austin Trail of Lights, NASCAR and Formula 1. The city is home to notable employers such as the State of Texas, Tesla, Amazon, Apple, the University of Texas, Samsung Austin Semiconductor, Dell Technologies, Oracle, Meta, IBM, Google, Applied Materials, St. David's Medical Center, Indeed, U.S. Internal Revenue Service, Emerson, and Ascension Seton Health.

Located at the edge of the Texas Hill Country -- rolling terrain of limestone bluffs, springs, rivers, and lakes -- Austin's climate is ideal for year-round jogging, cycling, hiking on the city's many trails, or swimming at Barton Springs Pool or one of the area's many other swimming holes. There are several excellent golf courses in the area and opportunities for rowing, kayaking, canoeing, camping, rock climbing, disc golf, mountain biking, fishing, and more. Austin has something for everyone.



AUSTIN CITY GOVERNMENT

The City of Austin is a progressive, full-service municipal organization operating under the Council-Manager form of government. Austin's Mayor is elected from the city at large, and ten City Council members are elected from single-member districts. Terms of the Mayor and City Council members are four years, and terms are staggered so that a general election is held every two years, with half the council elected at each election. Term limits for the Mayor and City Council members provide for two consecutive four-year terms. The City Council is responsible for the appointment of the City Manager, who is the Chief Executive Officer of the City, the City Clerk, the City Auditor, Municipal Court Judges, and the Municipal Court Clerk. To learn more about the dynamic City of Austin, visit austintexas.gov.

JOIN THE CITY OF AUSTIN TEAM

At the City of Austin, we are more than just an employer—we are a vibrant community dedicated to shaping one of the nation's most dynamic and innovative cities. Our core values—Innovation and Sustainability, Diversity and Inclusion, Ethics and Integrity, Adaptability and Resilience, Service, and Respect and Empathy—guide us in delivering services that significantly impact the lives of Austin residents. Joining the City of Austin means embarking on a purposeful career, contributing to the community, and being part of a forward-thinking organization that values every employee.

WHAT MAKES THE CITY OF AUSTIN SPECIAL?

- **Make a Difference:** Join a team driving meaningful change in one of the fastest-growing cities in the nation.
- **Diverse and Inclusive Workplace:** Work in an environment where every voice is valued and innovation thrives.
- **Competitive Benefits:** Enjoy a comprehensive compensation package that includes generous leave, work-life balance programs, and extensive benefits.
- **Retirement Security:** Plan for the future with the City of Austin Employees' Retirement System.
- **Sustainable Transportation Options:** Commute easily with access to public transit and bike-friendly infrastructure.
- **Focus on Wellness:** Stay healthy through wellness programs, on-site fitness centers, and mental health support.
- **Career Growth:** Advance your skills and expertise with professional development and leadership opportunities.
- **Modern Workspaces:** Work in innovative and sustainable environments designed to foster collaboration and inspiration.

By joining us, you will become part of a community that values its people and is committed to making Austin the most livable city in the country.





THE HOUSING DEPARTMENT

The Housing Department partners with the community to shape a more equitable Austin and to prevent the displacement of people and services through the investment of affordable housing resources. The department's mission includes:

- **Providing affordable housing:**
Rent assistance is offered through programs, services, and resources that address the needs of vulnerable residents. The department collaborates with non-profit organizations to collectively reach individuals and families in Austin.
- **Revitalizing public housing assets:**
With several home repair programs for income-eligible Austinites, this program helps with home repairs and modifications, with the goal of helping Austinites stay in their homes.
- **Finding affordable housing:**
The department provides an Affordable Housing Online Search Tool (AHOST) with which residents can search for affordable housing based on their household income and size.
- **Providing resources to developers:**
The housing department provides a variety of tools for housing developers that can be used to help in the creation of income restricted affordable housing.
- **Providing emergency housing assistance:** "I Belong in Austin" provides tenant rental assistance to residents vulnerable to eviction. The Housing Department's goal is to provide financial assistance with rent, moving, storage, and relocation costs to reduce residential displacement of tenants in Austin, preventing individuals and families from experiencing homelessness, and assisting households in the case of emergencies due to weather, public health, fire, etc.

The City of Austin's Housing Department budget for the 2024–2025 fiscal year is \$121.2 million for capital spending and \$3.6 million for the "I Belong in Austin" program. The Housing Department is staffed with 84 full-time positions.



THE POSITION

This position reports to an Assistant City Manager. Under general direction this position is responsible for planning, directing, managing, and overseeing the activities and operations of the Housing department and Austin Housing Finance Corporation, including Affordable Housing Programs and Real Estate, Affordable Housing Policy and Planning, and Displacement Prevention Programs.

DUTIES, FUNCTIONS AND RESPONSIBILITIES

Essential duties and functions, pursuant to the Americans with Disabilities Act, may include the following. Other related duties may be assigned.

1. Directs housing operations to achieve goals, partnering with diverse stakeholders that include residents, community organizations, and private and nonprofit entities.
2. Directs investments to support programs and initiatives related to displacement prevention, affordable housing, and acquisition and development of real property.
3. Interprets applicable laws, charters, codes, ordinances, etc. to carry out duties, which may include serving as a board member and/or official of separate legal instrumentalities of the City of Austin.
4. Represents the City of Austin before the business community on affordable housing policy issues and programs; presents to City Council and related boards and commissions.
5. Ensures coordination with other City departments for a seamless approach to program planning, development, and execution.
6. Performs program evaluation, policy analysis and procedure review to ensure proper allocation of and efficient use of all capital resources.
7. Manages and participates in the development and administration of the department budget; estimates funds needed for staffing, equipment, materials, and supplies; directs the monitoring and approval of expenditures; and directs the preparation and implementation of budgetary adjustments as necessary.
8. Develops and negotiates contracts between the City, private developers, and other governmental entities in major, high-profile redevelopment projects that directly impact affordable housing development.
9. Acts as official departmental representative to other City departments, City Manager's Office, elected officials, and outside agencies. Briefs and advises City management, the Mayor, and City Council regarding matters related to affordable.
10. Builds and manages an effective executive team and departmental staff.



RESPONSIBILITIES - SUPERVISOR AND/OR LEADERSHIP EXERCISED:

Responsible for the full range of supervisory activities including selection, training, evaluation, counseling, and recommendation for dismissal.



QUALIFICATIONS

The following are the minimum qualifications required for the Director of Housing position:

- Education: Graduation with a Bachelor's degree from an accredited college or university in Business, Public Administration, Planning, and Social Sciences, or a related field.
- Experience: Seven (7) years of management experience in housing, real estate development and social policy issues or other related experience. Master's degree may substitute for experience up to a maximum of two (2) years.

THE IDEAL CANDIDATE

The City is seeking:

- A seasoned professional, knowledgeable in the principles and practices of grant management, public policy development and analysis, community needs assessment techniques, planning principles, urban design, and land development regulations.
- An effective collaborator who will partner with diverse stakeholders to achieve outcomes that advance economic opportunity and affordability strategies.
- An inclusive leader with proven ability to manage diversity, understand inclusion, and work with diverse communities or populations to build constructive and effective relationships. This position also requires the ability to use an equity lens and framework to create inclusive, diverse, and safe workplaces and community programs.
- A resourceful person, knowledgeable in the concepts of equity, with experience in applying equity frameworks to established laws, ordinances, and long-standing practices.
- An analytical individual with the ability to interpret, recommend, and propose revisions to State statutes and City ordinances.
- A strong and empathetic leader, skilled in directing the activities of a complex and diverse organization and capable of resolving sensitive issues and complaints.



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COMPENSATION AND BENEFITS

Salary is commensurate based on experience and the approved salary range. The benefits package includes medical, dental and vision coverage, life insurance, compensated leave, short-term disability, and retirement benefits. The city is a member of the Proportionate Retirement Program. Optional benefits include supplemental life insurance, a 457 deferred compensation plan, long-term disability plan, and a legal plan. Visit austintexas.gov/departments/active-employee-benefits to learn more about the City's employee benefits.

Reasonable relocation benefits will be provided to the successful candidate.

HOW TO APPLY

Apply online at www.GovHRjobs.com with a resume, cover letter and contact information for five professional references by April 11, 2025 to ensure consideration.

Confidential inquiries may be directed to Ade Lewis, MGT Approved Independent Executive Recruiter, at Tel: 713-538-7224.

Information submitted for consideration may be made available to the public in compliance with the Texas Open Records Act.

The City of Austin is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. For assistance, please contact 512-974-3210 or Relay Texas 7-1-1.

MGT