

**Milford Housing Authority
Employment Opportunity**

- Category: Leased Housing
- Title: Director of Leased Housing
- Posted: March 10, 2021
- Description: The Director of Leased Housing is charged with overseeing all aspects of a large leased housing department (600+ vouchers). Will provide direct supervision of department staff to ensure program and agency goals are attained. Knowledge of all aspects of both state and federal leased housing programs, landlord/tenant law, and community resources is required. Must be an affective communicator both oral and written, able to work under pressure to meet multiple deadlines and organized.
- Qualifications: Ideal candidate will have five (5) to eight (8) years direct experience including two (2) years of supervisory experience of a staff of two (2) or more. Training and knowledge in areas of federal and state leased housing; landlord/tenant law, and a knowledge of property management practices. Valid Massachusetts Driver's License and access to reliable transportation is required. A bachelor's degree in Business/Public Administration, human services, or related course of study is desirable.
- Salary: \$65,000 - \$68,000. Full-time salaried position whereby salary is commensurate with experience. Excellent benefits including, but not limited to, health insurance and pension.
- Location: Milford Housing Authority, 45 Birmingham Court, Milford, MA, 01757
- Instructions: The Milford Housing Authority is an equal opportunity employer. Please send resume with cover letter to Milford Housing Authority, 45 Birmingham Court, Milford, MA, 01757, or e-mail to jmartin@milfordhousing.org. No phone calls please. No faxes will be accepted. The position will remain open until filled.
- Contact name: Jaclyn Martin, Esq., Executive Director
- Contact email: office@milfordhousing.org for a complete job description.