

Compensation and Benefits

The Housing Authority of the County of Monterey offers an attractive compensation and benefits package. The salary range for this position is \$140,000 - \$165,000 annually, DOQ. The excellent benefits package includes the following programs:

- ◆ Retirement Plan: 403B plan with an employer contribution of 4%.
- ◆ Healthcare: Excellent coverage for medical, dental and vision. 100% of the employee premium is paid and a portion of the dependent premium is also covered. The Authority provides a full paid term life insurance policy.
- ◆ Vacation: Is accrued at the rate of 12 days per year for the first 2 years.
- ◆ Sick Leave: Accrual rate of 10 days per year.
- ◆ Holiday Pay: 13 paid holidays per year.
- ◆ Deferred Compensation: Employee may voluntarily participate through a Pre-tax contribution retirement plan.
- ◆ The Authority also offers a Medical Reimbursement Account and Dependent Care Assistance Plan.
- ◆ The Authority follows a 9/80 work schedule; the office is closed every other Friday.

For more information on the Housing Authority of the County of Monterey, please visit their website at: www.hamonterey.org.

The Process

To be considered for this exceptional career opportunity, please visit the Avery Associates Career Portal on our website at www.averyassoc.net/current-searches/ to upload your letter of interest, resume and contact information, including email addresses for five work-related references (who will not be called until after an interview takes place).

Paul Kimura or Bill Lopez
Avery Associates
3 ½ N. Santa Cruz Ave, Suite A
Los Gatos, CA 95030
E-mail: jobs@averyassoc.net

The final filing date for this recruitment is: February 21, 2020.

If you have any questions or wish to further explore this opportunity, please contact Paul Kimura at 408.399.4424 or paulk@averyassoc.net or Bill Lopez at 408.888.4099 or williaml@averyassoc.net.



Housing Authority of the County of Monterey

*invites your interest
for the position of*

Finance Director



The County and the Community

Monterey County encompasses some of California's most stunning scenery and offers an ideal year round Mediterranean climate. Miles of beautiful beaches, spectacular mountain ranges, groves of redwoods, low-rolling foothills, and scenic valleys are characteristics that contribute to the quality of life enjoyed by over 400,000 residents and the numerous tourists who visit the local area year-round. Encompassing a total land area of 3,324 square miles, Monterey is the 16th largest of California's 58 counties and has an economy largely based on agriculture and tourism.



The Housing Authority of the County of Monterey (HACM) is based in Salinas, the County Seat of Monterey County. Salinas is located fifteen miles inland from the Monterey Peninsula and the majestic Pacific Ocean. With a population of approximately 150,000 residents, the City is ideally situated 100 miles south of San Francisco, 60 miles south of San Jose and is the largest city between San Jose and Oxnard on the Highway 101 Central Coast corridor. Salinas and the Salinas Valley are proudly known as the "Salad Bowl of the World." The area leads the nation in the production of fresh vegetables including lettuce, broccoli, strawberries and mushrooms. The climate is also ideal for the floral industry as well as grape vineyards that produce world-class wines in the Southern Monterey County.

Salinas is a culturally and ethnically diverse community, serving as home to the National Steinbeck Festival and annually hosting the California Rodeo and California International Air show. The Salinas Community Center regularly offers ballet, symphonies, concerts, conventions and Steinbeck festivities. Countywide attractions include the spectacular Big Sur Coast, the Monterey Bay Aquarium and Cannery Row. There are several major educational institutions including California State University at Monterey Bay, Middlebury Institute of International Studies, the Defense Language Institute (DLI) and Presidio of Monterey, Naval Postgraduate School (NPS), Monterey Peninsula College, and Hartnell College in Salinas. The historic missions of San Juan Bautista, Carmel, Soledad, and San Antonio de Padua are within the area as well as the Pinnacles National Monument. The proximity to world-class attractions, great weather and the friendly and welcoming community, make Salinas and the surrounding areas an exceptional place in which to work, live and play.

The Organization

HACM is a public agency that develops and manages affordable housing and provides rental assistance throughout Monterey County, California. The Agency's Mission Statement is: "to provide, administer, and encourage quality affordable housing and related services to eligible residents of Monterey County." HACM pursues its



mission by providing a variety of housing and services through: Housing Choice Vouchers, Farm Labor Housing, Tax Credit and other Affordable Housing Programs. The Authority actively partners with a broad spectrum of community non-profits, city and county agencies, and state organizations to address affordable housing and housing shortage issues.

HACM is active with its sister agency, the Monterey County Housing Authority Development Corporation (HDC) to develop new affordable housing properties throughout the County. HDC was officially established under a separate identity in May 2005 and moved into a different location at that time. HDC has an extensive history of developing and managing housing projects for both market-rate and affordable housing. Together, the combined efforts of the two entities form an essential partnership towards achieving the goals and mission of the Housing Authority.

The Position and Ideal Candidate Profile

The Finance Director reports to the HACM Executive Director (ED) and provides financial reporting and analysis to the ED and the Board of Commissioners of HACM as well as the ED and Board of Directors of the HDC.

Among the priorities associated with this role is the financial oversight of affordable housing developments under construction and the related tax credits from development projects initiated by HACM's sister agency, HDC. A second area of focus is the administrative oversight with tracking, monitoring, and reporting on the heavily regulated Housing Choice Voucher Program (Section 8) through the federal Housing and Urban Development agency (HUD). The housing properties have various funding, reporting and regulatory requirements. Financial reporting and program compliance is also of paramount importance as the numerous properties and projects managed by HACM and HDC require quarterly reports and annual audits. Additionally, in 2018, the Finance Director will be an active participant in contract negotiations with the SEIU bargaining unit.

The Finance Director will be a positive leader and role model reflecting a collaborative, team-oriented and flexible management style. Strong administration and personnel management skills are expected and effective communication skills, along with a mentor/coach orientation that provides guidance and staff development opportunities will be essential in this role. The Director is also expected to provide financial assistance and candid guidance in working with HDC on development projects. The ideal candidate for this role will have a passion and energy for affordable housing and will be an adaptable and flexible hands-on problem solver.

The position requires a minimum of ten years of increasingly responsible experience in financial management in the areas of accounting, financial analysis and budget preparation, with at least two of those years in a supervisory or management capacity. Possession of a Bachelor's degree from an accredited college or university with a major in Accounting, Finance, Business Administration or related field is highly desired and can be substituted for five years of the required experience. Possession of a CPA, municipal and/or public sector experience, knowledge of fund accounting and housing development, and familiarity with accounting operations regulated under HUD and other governmental standards are highly desirable.

