



Chief Development Officer Pittsburgh, PA



Gans, Gans & Associates

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The Housing Authority of the City of Pittsburgh (HACP) is a municipal corporation charged with providing safe and affordable housing for low-income individuals. HACP currently provides publicly assisted housing through traditional public housing, scattered sites, and Housing Choice Vouchers (Section 8). The purpose of the Authority is to develop and make available affordable, safe housing for families in the City of Pittsburgh.

Position Summary

The Chief Development Officer (CDO) reports directly to the Executive Director and is one of nine (9) individuals on the Executive Committee. In addition to the Executive Director and the CDO, the Executive Committee is comprised of a Chief Community Affairs Officer, Chief Financial Officer, Chief Human Resources Officer, Chief Operating Officer, General Counsel, Assistant General Counsel, and Director of Asset Management. A seven (7) member Board of Directors governs the Executive Committee and meets with the team monthly on divisional updates.

The CDO is responsible for ensuring the Modernization and Development Department prepares any resolutions needed for Board review and approval. The CDO plans, directs, and reviews the activities and operations of the Development & Modernization Department as well as oversees the long-term strategic planning of the Authority. The CDO coordinates Moving-to-Work plans and activities, promotes private/public sector relationships that enhance the Authorities goals and objectives, and promotes economic development activities.

All activities must support the Housing Authority of the City of Pittsburgh (“HACP” or “Authority”) mission, strategic goals and objectives.

Department Structure

- The Modernization and Development Department is responsible for developing plans, identifying resources, and implementing capital improvements, as well as managing public and/or private partnership opportunities to ensure the value, effective use and proper management of our real estate assets. This department manages the major rehabilitation of infrastructures and facilities, demolition and site development, as well as non-routine repairs and upgrades of HACP buildings and property.
- The Modernization and Development Department is structured into two (2) functions within Development and Modernization. Reporting directly to the Chief Development Officer is the Director of Development and the Director of Modernization, a Senior Compliance Manager, and an Administrative Coordinator. These are full-time, permanent, positions. With the exception of the Administrative Coordinator, these are exempt roles. The Senior Compliance Manager oversees a full-time, permanent, non-exempt, Compliance Specialist. Compliance manages the Davis Bacon reporting requirements.
- The Modernization division is comprised of eight (8) full-time, permanent positions; four (4) exempt Modernization Project Managers, one (1) exempt Senior Manager of Construction, two (2) exempt Construction Managers, and one (1) non-exempt Administrative Assistant who provides direct support to the Director of Modernization.
- The Development division is comprised of nine (9) full-time, permanent, positions; three (3) exempt Senior Development Managers, three (3) exempt Development Managers, two (2) exempt Assistant Development Managers; and one (1) non-exempt Administrative Assistant who provides direct support to the Director of Development.
- The department is responsible for managing an annual operating budget of approximately three million dollars (\$3,000,000) excluding funding for projects.

Essential Duties and Responsibilities

The position duties and responsibilities listed below describe the general nature and scope of work. Other responsibilities, duties and skills may be required and assigned, as needed.

- Manages the work of staff including: assigning, planning, and reviewing work, evaluating work performance and completing performance evaluations, coordinating activities, maintaining standards, allocating personnel, selecting new employees, training, acting on employee problems, and recommending and implementing discipline.
- Develops and implements goals, objectives, policies, procedures, performance objectives and standards, and reporting systems in conjunction with other departments of the Authority and with regulatory and funding agencies.
- Develops, implements, and evaluates the Development & Modernization department, Moving-to-Work Program, private/public sector partnerships, and economic development programs; deploys plans to most efficiently deliver services.
- Directs, oversees, and participates in the development of department work plans.
- Develops and monitors operating and capital improvement budgets working with the CFO and the Executive Director.
- Develops and recommends new approaches to service delivery within the areas of responsibility and assures coordination and communication Authority-wide.

- Develops and maintains cooperative relationships and regularly consults with tenant/resident organizations in a manner which demonstrates an understanding of, and respect for, diverse incomes and cultural backgrounds.
- Serves as policy and program advisor to the Executive Director regarding development activities, strategic planning, and other Authority-wide complex issues; delivers verbal presentations and written reports and prepares resolutions in area of responsibility for Executive Director's review and approval and presentation to HACP's Board of Directors.
- Reviews ACCs and update records for new and renewal funding related to area of responsibility.
- Performs other duties as assigned.

Education, Experience & Requirements

- Bachelor's Degree in business administration, public administration, or other related field and a minimum of 7 years' experience in neighborhood and community development activities, with 3 years in a senior level administrative capacity.
- Master's Degree preferred.
- Must possess a valid Pennsylvania driver's license and be insurable under the Authority's plan.
- Must be a resident of the City of Pittsburgh.

How to Apply

If you are interested in this exceptional opportunity, please submit a detailed resume immediately to:

Kimberly Sallie

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Should you have any questions in consideration of your own interest, or a referral of a colleague, please contact us at the number above.



Clockwise from top: Pittsburgh skyline; Carnegie Mellon University; PNC Park; Duquesne Incline; Cathedral of Learning at the University of Pittsburgh

History

Pittsburgh was founded on November 25, 1758. The city was named by General John Forbes, in honor of British statesman William Pitt, the 1st Earl of Chatham. Early on, Pittsburgh played an important role in our country's history. In the early 1800s, the city became known as the "Gateway to the West." This nickname referenced the huge advantage Pittsburgh had by having the intersection of three major waterways. The Allegheny River and Monongahela River join together at what is known as the "point" to form the Ohio River. This intersection opened the gates for Pittsburgh to lead the way in the trade industry for products such as coal, timber, glass, natural gas, iron and limestone. By 1911, Pittsburgh manufactured half of the nation's steel. Due to the amount of pollution given off by the steel factories the city had a new nickname - "The Smoky City."

Throughout the years, Pittsburgh has made multiple changes and overcome many obstacles. The city has moved from the steel industry to become a leader in healthcare, education, technology, and financial services. What were once heavily polluted streets and riverfronts, have been transformed to create the modern vibrant Pittsburgh one sees today.

Population Statistics

The Commonwealth of Pennsylvania is the sixth largest populated state in the United States. Pittsburgh is the second largest city in Pennsylvania and has an estimated of 310,000 people. The population consists of 51.9% females and 48.9% males, with the average age being 33. Pittsburgh serves as the County Seat of Allegheny County which has an estimated population of 1.2 million. Pittsburgh serves as the principal city of the Pittsburgh Metropolitan Area, or Greater Pittsburgh. This 8-county area has an estimated population of 2.6 million.

Community

The City of Pittsburgh offers everything a person might be looking for in a home, with its wonderful shopping areas, great restaurants, and beautiful views. Pittsburgh is known for having more named neighborhoods than any American city. Ninety distinct communities collectively create the culture of Pittsburgh. The Strip District is a wonderful market spot known for its variety of food and an excellent shopping with unique stores. The neighborhoods known as Shadyside, Beechview, or the West End are other fantastic region of Pittsburgh to find trendy shops and restaurants. If you're looking for authentic homemade Italian food, Bloomfield or "Pittsburgh's Little Italy" is the place for you. If you're looking for more of a creative and artistic side of Pittsburgh, pass through the neighborhood of Lawrenceville.

East Liberty is known as for business and industries. Looking for a fun night out on the town? South Side has a fun and exciting nightlife full of clubs, sports bars, and laid-back pubs. Wanting to catch a game or spend some quality time with your loved ones? The North Shore or North Side is the place to be. Mount Washington is the high point of Pittsburgh; it gives the residents of Pittsburgh and tourists a beautiful view of this magnificent city. Finally, Downtown, like most downtown districts, has great food, dining, parks, plazas, and art museums.

Pittsburgh Public Schools strives to accelerate student achievement, eliminate racial inequalities, foster innovations and create positive atmosphere. There is a total of 23 elementary schools, 7 middle schools, 4 high schools, 11 schools serving grades K-8, 5 schools serving grades 6-12, and 4 specialty schools. The district is governed by the elected Board of Public Education of Pittsburgh. The City of Pittsburgh Controller and Treasurer serve dual roles in the School District of Pittsburgh.

Education

For higher education there are countless and qualified options. The University of Pittsburgh, Duquesne University, Carlow University, Point Park University, and Carnegie Mellon University are just a few universities located in the City of Pittsburgh. There are even more just outside the city such as Robert Morris University, Washington & Jefferson, and La Roche College.

Sports

Arthur J. Rooney founded the world-famous football team, the Pittsburgh Steelers on July 8, 1933. Since then, the team has won seven AFC Central titles and four AFC championships. They also became the first NFL team to win four Super Bowls and are the only team to ever win back-to-back Super Bowl twice. They now have six Super Bowl wins, with the most recent happening after Super Bowl XLIII. The Steelers call Heinz Field on Pittsburgh's North Shore home.

Pittsburgh was honored to become the home of the Penguins in 1967. Mario Lemieux, the team's current owner, played for the team from 1984 to 2005. The Penguins have appeared in the playoffs 28 times, won their division eight times, and earned the President's Trophy in 1993. The

Penguins have won the Stanley Cup four times as well, with the most recent championship being back to back wins in 2016 and 2017. The Penguins call PPG Paints Arena in Pittsburgh's Bluff/Uptown neighborhood home.

The Pirates are the oldest professional sports team in Pittsburgh. The team played their first National League game on April 30, 1887, defeating Chicago. In 2007 Robert Nutting, a native from West Virginia took over as owner. The Pirates have won their division eight times and the National League Championship nine times. They have won the World Series five times, most recently in 1979. The Pirates call PNC Park on Pittsburgh's North Shore home. This stadium opened in 2001 and is widely considered to be one of baseball's best.

Cultural Activities

Pittsburgh has some of the greatest entertainment and cultural attractions in Pennsylvania.

The City of Pittsburgh is the proud owner of four local institutions. Today, each of these dynamic regional attractions are operated by dedicated non-profit entities on the City's behalf.

The Pittsburgh Zoo & PPG Aquarium opened in 1898 after philanthropist Christopher Lyman Magee donated \$125,000 for the construction of a zoological garden in Pittsburgh's Highland Park. Today, the Pittsburgh Zoo is one transformed, dedicating its resources to conservation, education, & research.

Phipps Conservatory and Botanical Gardens was a gift to the City of Pittsburgh from philanthropist Henry W. Phipps. The Conservatory opened to the public in 1893 and today is dedicated to mission of educating the public on the beauty and importance of plants while advancing sustainability.

The National Aviary is America's only independent bird sanctuary. Built by the City of Pittsburgh in 1952 as the "Pittsburgh Aviary" the aviary received the honorary declaration of national status by the United States Congress in 1992.

On November 25, 1881 Andrew Carnegie sent a letter to Mayor Robert W. Lyon offering to donate \$250,000 for a free library, provided the City would agree to provide the land and maintain the annual funding for library operations. Today, the Carnegie Library of Pittsburgh's 19 branches host more than 2.9 million visitors each year, why it is viewed as the catalyst to an improving quality of life in the region.

The Carnegie Museums of Pittsburgh's four museums cover a wide range of cultural options. Children will gain education by exploring and entertaining themselves through programs in technology, sports, and science at the Carnegie Science Center & SportsWorks. The Carnegie Museum of Natural History and Carnegie Museum of Art bring the world's most historic natural and artistic moments to life, with a renowned dinosaur collection. The Andy Warhol Museum is the largest museum in America dedicated to a single artist. There, visitors can become immersed in the work of this world-famous Pittsburgh born and raised icon.

The Senator John Heinz Pittsburgh Regional History Center is the Smithsonian's home in Pittsburgh and one of the largest history museums in Pennsylvania chronicling the remarkable history of Pittsburgh and the Western Pennsylvania region.

The Pittsburgh Cultural Trust maintains high quality Broadway entertainment year-round. Some of the most talented performers in America have graced the stages of the Benedum Center, Byham Theater, or Harris Theater. The Pittsburgh Symphony Orchestra calls Heinz Hall for the Performing Arts home. It is one of the nation's renowned orchestras, and a Pittsburgh tradition since 1895.

<http://pittsburghpa.gov/pittsburgh/pgh-about>