

Position Description

Chief Financial Officer



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



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Housing Authority of Kansas City, Missouri

Kansas City, Missouri

Providing a Foundation for the Future

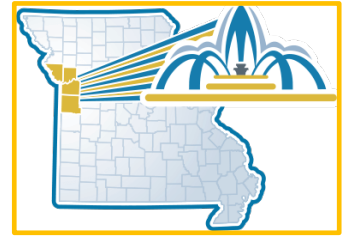
The Housing Authority of Kansas City, Missouri (HAKC), established in 1941, provides decent, affordable housing for eligible low-income families, people with disabilities, and the elderly through 1,722 Public Housing units and manages 10,000 Housing Choice Vouchers (HCV) for area landlords. Housing Choice Vouchers, previously Section 8 Housing Choice Vouchers, funded by the federal Department of Housing and Urban Development (HUD). HAKC is governed by seven Board of Commissioners and serves Jackson County along with the Kansas City, Missouri Metropolitan Area.

Resident Services

Resident Services offer family self-sufficiency programs, youth programs, adult programs, elderly programs, persons with disabilities programs and much more.

Mission Statement

The Mission of the Housing Authority of Kansas City, Missouri is to develop, maintain, and manage quality affordable housing in a manner that promotes equal opportunity, fair housing and the deconcentration of race and poverty. In accomplishing this goal, HAKC is committed to maintaining its developments as affordable housing assets that can meet the needs of low-income households in the long term and serve as viable community resources promoting economic independence and self-sufficiency for its residents. The Housing Authority of Kansas City, Missouri is also committed to promoting resident economic self-sufficiency and improving community quality of life and economic viability.



Chief Financial Officer Position Summary

Directs and oversees the Authority's finance activities in accordance with GASB, GAAP, applicable law, HUD requirements, and policies established by the Executive Director. The Chief Finance Officer is accountable for sound financial stewardship, regulatory compliance, and effective departmental performance. In addition to proven strategic planning, communications, administrative and managerial skills, this position requires a thought leader who is investment savvy, with expertise in complex financial, real estate and development transactions including commercial, municipal and tax increment financings.

Essential Duties and Responsibilities

The duties listed below illustrate the various types of work that may be performed. The omission of specific statements regarding duties does not exclude them from the position if the work is similar, related, or a logical assignment in association with this position undertakes and performs the following and all other work-related duties as assigned:

1. Directs budgeting, accounting, payroll, purchasing, inventory, treasury, investments, debt administration, insurance, cost controls, financial analysis, program ledgers, and project-based accounting.
2. Maintains effective internal controls and audit readiness; safeguards funds and property; ensures compliance with GAAP and applicable federal, state, local, HUD, and Authority requirements.
3. Leads budget development, submissions, workshops, monitoring, and adherence after Board approval.
4. Directs timely financial statements, forecasts, fiscal-impact analyses, subsidy drawdowns, cash transfers, and management of Board, HUD, and stakeholder reports.

Supervisory Responsibilities

Reports to the Executive Director and exercises independent judgment within established law, policy, procedure, priorities, and deadlines. Directs subordinate staff, sets priorities and timelines, and monitors work for accuracy, compliance, and achievement of goals.

Knowledge, Skills, and Abilities

- Comprehensive knowledge of public-sector accounting, budgeting, financial reporting, cost allocation, auditing, funding structures, and financial management, including GAAP, HUD requirements, applicable laws and regulations, and internal-control standards.
- Knowledge of personnel management, supervision, training, performance evaluation, delegation, and accountability.
- Skilled in preparing and presenting accurate financial and operational reports and analyses to leadership, governing bodies, and external stakeholders.
- Ability to interpret complex financial, regulatory, and policy materials; build effective working relationships; and manage competing priorities and deadlines.

Education and Experience

- Master's degree in accounting, business administration, public administration, or a related field, and at least eight (8) years of progressively responsible experience managing a medium to large-scale public authority finance department, including a minimum of five (5) years of experience at a policy-determination level, or an equivalent combination of education and experience.
- Certified Public Accountant (CPA) certification preferred.

Work Environment and Physical Demands

Work is primarily performed in an office using standard technology and may require extended sitting, visual concentration, high-level decision-making, occasional travel, and work under competing deadlines. Regular attendance and punctuality are required. The employee must be able to perform the essential functions with or without reasonable accommodation.

Contact

Frequent contact with Authority leadership and staff, auditors, vendors, financial institutions, consultants, and public or regulatory agencies to support operations, compliance, governance, and strategic financial decisions.

Other Requirements

- Must possess a valid driver's license.
- May be required to work an unusual work schedule.
- Must work with the highest degree of confidentiality.
- Must be available for occasional overnight travel for training.
- Must pass employment drug screening & criminal background check.



Kansas City, Missouri

Kansas City is a dynamic Midwestern city which offers a rich blend of historic neighborhoods, thriving arts districts, and expanding economic opportunities.

Kansas City combines the energy of a major metropolitan area with the approachability of a community-oriented city. Residents enjoy historic architecture, diverse neighborhoods, professional sports, and a nationally recognized food culture.

As the largest city in Missouri and a major hub in the Midwest, Kansas City offers a unique identity while remaining accessible and welcoming.

Things to do in Kansas City

Kansas City, Missouri is a vibrant cultural powerhouse that blends a rich artistic legacy, world-class sports franchises, pioneering musical history, and an unforgettable dining scene. Whether you are drawn to its legendary history or modern entertainment complexes, the "City of Fountains" offers a vast layout of distinct attractions across multiple neighborhoods.

Visual Arts & Architectural Landmarks

The visual arts landscape is anchored by the world-renowned The Nelson-Atkins Museum of Art, famous for its encyclopedic collection spanning 5,000 years of global history and its iconic, giant shuttlecock sculptures scattered across the lawn. Right down the street, the Kemper Museum of Contemporary Art offers a look into modern, cutting-edge masterpieces. If you prefer your art paired with upscale shopping and stunning architecture, the Country Club Plaza features gorgeous Spanish-inspired buildings, courtyards, and some of the city's finest hand-crafted fountains.



Championship Sports

Sports culture runs deep in the heart of Kansas City, fueling passionate, record-breaking crowds across multiple professional leagues. Fans gather at the Truman Sports Complex to witness the elite athleticism of the city's major sports franchises. Baseball purists can catch America's pastime at Kauffman Stadium, home of the Kansas City Royals, while football devotees crowd into the adjacent GEHA Field at Arrowhead Stadium to cheer on the Kansas City Chiefs in one of the loudest stadiums on Earth. Soccer fans also have plenty to celebrate, with Sporting

Kansas City playing top-tier MLS matches and the KC Current competing in the world's first stadium custom-built specifically for a women's professional sports team.



Historic Music Venues & Performance Spaces

Music is the soulful heartbeat of the city's heritage, globally recognized for its foundational role in the evolution of American jazz. The [Historic 18th & Vine Jazz District](#) remains a sacred ground for live melodies. You can catch live sessions inside The Blue Room, a fully operational nightclub operating right within the museum district or enjoy community theatre and national touring artists across the street at the historic Gem Theater. For classical compositions, opera, and ballet, the soaring glass arches of the Kauffman Center for the Performing Arts present state-of-the-art acoustics designed by Yasuhisa Toyota.

Cultural & Educational Institutions

For deep, educational exploration, the city hosts profoundly moving institutions that preserve pivotal moments in American history. The Negro Leagues Baseball Museum offers an eye-opening look at the struggles and triumphs of segregated African American baseball players who eventually broke the color barrier. Right across the lobby, the American Jazz Museum interactive exhibits preserve the masterworks of legends like Charlie Parker.



To understand global history, the National WWI Museum and Memorial towers over the city skyline, featuring an unmatched collection of wartime artifacts and panoramic city views from the top of the Liberty Memorial tower.

Amusements & Family Attractions

Families and thrill-seekers can look to massive interactive hubs and amusement parks within the metropolitan area. The historic [Union Station](#) serves as a grand architecture marvel that holds Science City, a hands-on learning center designed for young explorers to engage with physics, biology, and technology. For high-energy entertainment, Worlds of Fun offers sprawling roller coasters and family rides, while its connected Oceans of Fun water park provides relief during the hot summer months. Animal lovers can also explore the Kansas City Zoo, which boasts an extensive African Sky Safari and world-class penguin habitats.

Iconic Dining & Culinary Scene

Kansas City's world-renowned culinary identity is centered squarely on wood-smoked, slow-cooked Kansas City barbecue. From legendary establishments like Joe's Kansas City Bar-B-Que (operating out of a neighborhood gas station) to the historic, foundational pits of Arthur Bryant's and Gates Bar-B-Q, the city defines excellence in burnt ends and rich, molasses-based sauces. Beyond the smokehouse, the vibrant [City Market](#) in the River Market district showcases a diverse array of global cuisines, ranging from authentic Middle Eastern street food to European-style bakeries.