



Housing Assistance Council



Program Manager, Center for Rural Multifamily Housing Preservation

ABOUT THE ORGANIZATION

Founded in 1971, the Housing Assistance Council (HAC) is a national nonprofit and a certified community development financial institution dedicated to helping local rural organizations build affordable homes by providing below-market financing, technical assistance, training, research, and information services. HAC's mission is to improve housing conditions for the rural poor, with an emphasis on the poorest of the poor in the most rural places, particularly regions and populations with high needs: Native American communities, the Mississippi Delta, farmworkers, the southwest border colonias, and Appalachia.

HAC established the Center for Rural Multifamily Housing Preservation in 2024 as a cross-disciplinary initiative to preserve rural multifamily rental housing, particularly USDA Section 515 properties. The Center is seeking to better coordinate and bring leadership to HAC's lending, policy, and research. The Center will increase HAC's impact on preservation, further our leadership role, and grow HAC's reputation as an expert in preserving rural multifamily housing, particularly USDA and HUD subsidized properties.

POSITION SUMMARY

The Program Manager of the Center for Rural Multifamily Housing Preservation (CRMHP) will be the entrepreneurial leader of the CRMHP, providing leadership, subject matter expertise and day-to-day oversight of the Center's work.

Goals:

- Reinforce and expand HAC's role as a leading thought partner and expert on preservation of rural housing.
- Build out HAC's 515 technical assistance work.
- Increase 515 preservation by nonprofit developers and housing authorities through improved resources and policies.
- Preserve as many Sections 515 and other rural multifamily properties as possible.

The CRMHP Program Manager will collaborate across HAC's divisions to accomplish these goals.



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HAC IS AN EQUAL OPPORTUNITY
EMPLOYER AND LENDER

PRIMARY RESPONSIBILITIES

Preservation Technical Assistance

- Lead HAC's USDA Section 515 Technical Assistance (TA), including supervision of Rural Housing Preservation Specialists.
- Provide hands-on TA to nonprofits that are acquiring Section 515 properties.
- Develop and maintain a pipeline of TA opportunities through marketing efforts.
- Provide technical assistance on preservation of rural multifamily properties outside the Section 515 program.
- Develop tools, templates, best practices, and case studies to assist the team and field.
- Manage TA funding, including reporting and compliance.

Policy

- Support HAC's policy team on Section 515 and housing preservation issues.
- Assist in managing an industry-wide Rural Preservation Working Group (RPWG).
- Policy Advocacy
- Track federal and state policy funding models that are resulting in successful preservation.

Lending

- Support HAC Loan Fund with subject matter expertise on Section 515 and other rental housing preservation transactions.
- Assist with CDFI Fund Capital Magnet Fund deployment to preservation projects and preparation of CMF applications.
- Work with the Lending team to identify and secure other loan capital for preservation lending.
- Manage HAC's Rural Housing Services, Inc. (RHSI) equity investments in 515 properties and facilitate transfer of final RHSI projects out of RHSI to other preservation owners.

Research

- Work with HAC's research team to develop effective research studies, tools and publications that will help communicate the need for preservation of Section 515 and other rural multifamily properties.
- Monitor data to assess trends and emergent issues with the stock of rural rental housing.
- Assist with planning for and development of data utility to monitor and assess rural housing preservation.



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Inform, Influence and Interact

- Be a leading voice on affordable rural housing preservation to increase awareness and grow resources to address this issue on a national scale.
- Develop and grow partnerships with other national and regional partners and funders of preservation including GSEs, Federal Home Loan Banks, HUD, USDA, housing finance agencies and public and tribal housing authorities to educate and increase engagement in rural rental housing preservation.
- Develop and expand partnerships with national, regional, and local housing organizations to grow the pool of stakeholders interested in rural preservation.
- Work to ensure that Section 515 properties and other rural multifamily properties are considered for energy retrofit and energy efficiency funding emerging through new EPA and HUD sources and other opportunities that arise.
- Represent HAC and rural interests at conferences, meetings, and other events to influence developers, lenders, investors, CDFI's, elected officials, non-profits, and others to expand preservation.

QUALIFICATIONS

Certain education, knowledge, skills, and abilities for this position is required. Other abilities and experience are preferred.

- Bachelor's degree and minimum of seven years of experience in real state development, housing preservation, or community development finance.
- Substantial real estate development knowledge or loan underwriting skills, with experience in understanding complex transactions and deal structures.
- At least three years of experience managing people, preferably at a nonprofit.
- Experience with and knowledge of USDA's Section 515 program and the transfer process.
- A strong understanding of real estate transactions includes federal multifamily housing programs, and preservation funding sources, such as: LIHTC; HUD's HOME, CDBG, NATF, and Section 8; USDA's 514/515/516 and Section 538 programs; Federal Home Loan Bank Affordable Housing Program; other government-backed long-term financing (FHA, HUD, Fannie Mae, etc.) and CDFI Fund's Capital Magnet Fund.
- Innovative, entrepreneurial, and willing to pursue new ventures in service to the mission.
- Organized, detail-oriented, able to manage multiple projects and meet deadlines.
- Excellent and creative problem solver.
- Excellent communication skills, excellent writer, and capable public speaker.
- Able to protect and maintain confidentiality.
- Able and willing to travel and occasionally work long hours.
- Proficient in Office365 and able to thrive in an on-line workplace.



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- A good colleague and enjoyable person to work with.
- Committed to HAC's mission of improving housing conditions for the rural poor, with an emphasis on the poorest of the poor in the most rural places.

COMPENSATION AND BENEFITS

HAC offers competitive wages, benefits, and growth opportunities consistent with industry standards. Flexible benefits packages include health insurance; life and other insurance; financial benefits, to include a retirement plan with partial employer match; time off; and work/life benefits, to include education assistance. Compensation is \$110,000 to \$130,000 per year, depending on experience.

EQUAL OPPORTUNITY EMPLOYMENT INFORMATION

HAC is an equal opportunity provider and employer. HAC is an equal employment opportunity employer. HAC's policy is not to discriminate against any applicant or employee based on race, color, sex, religion, national origin, age, disability, or any other basis protected by applicable federal, state, or local laws.

TO APPLY

Please email a resume and brief cover letter to jobs@ruralhome.org with "Program Manager, Center for Rural Multifamily Housing Preservation" in the subject line. Applications will be reviewed upon receipt, with interviews starting immediately. Submissions received without cover letters with the required salary information will not be considered.

Position Title	Program Manager, Center of Rural Multifamily Housing
Reports to	Director of Public Policy
Location	Varies
FLSA Status	Exempt
Employment Status	Full-Time
Supervisory Responsibility	Yes
Telecommuter Status	Remote

