



Housing Coordinator Recruitment

The City of Harrisonburg, Virginia



The Community

The City of Harrisonburg is an independent city located in the central Shenandoah Valley region of Virginia. The City falls within Rockingham County and encompasses 17.3 square miles, serving a population of approximately 54,000. Harrisonburg is located along Interstate 81 and is only two hours away from both Richmond and Washington, D.C. Harrisonburg City Council and staff are currently operating under the City's 2039 Vision Plan, which calls for a focus on Available Housing for All; A Thriving Educational Epicenter; Fiscal Sustainability and Planning; A City for All; Distinctive, Reliable Delivery of High-Quality City Services; Economic Development: Goals, Gains and Growth; and Community Resiliency and the Natural Environment. Additionally, City staff strive to embody the five values: Progressive Innovation, Productive Communication, Trusted Service, Winning Teamwork, and Valued Employees.

Once an agricultural hub, Harrisonburg has now evolved into a lively and distinct destination with a vibrant arts and entertainment scene. The City is home to a plethora of parks and trails and hosts community events throughout the year. Downtown Harrisonburg was designated as Virginia's first recognized Arts and Cultural District in 2001 and the first recognized Culinary District in 2014. Downtown boasts a variety of locally-owned restaurants, coffee shops, bars, craft breweries, and boutiques. The area is home to an expansive network of galleries, music venues, theaters, and museums, making it an exciting place for anyone to enjoy.



Harrisonburg is a melting pot of ethnic diversity. In recent years, more than 1,900 refugees have settled into the City. Harrisonburg City Public Schools students speak more than 60 different languages, with English, Spanish, Arabic, and Kurdish being the most common.

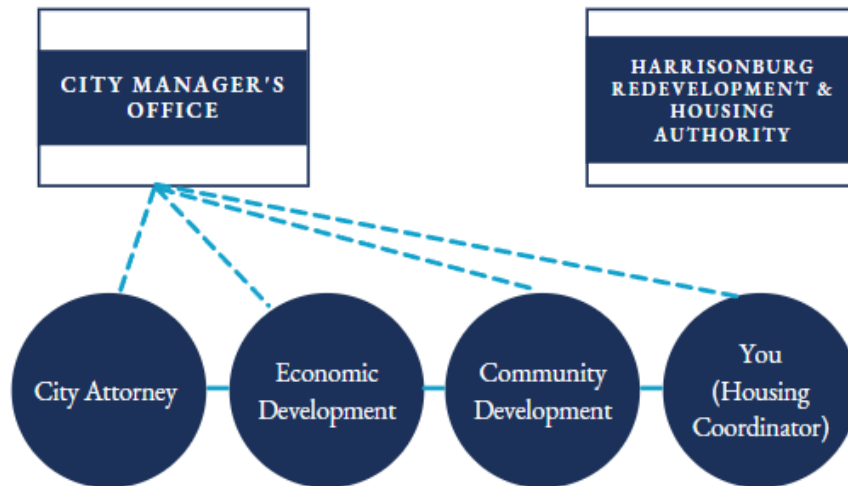
Within the Harrisonburg City Public Schools system is a Pre-K Early Learning Center, six elementary schools, two middle schools, and a high school. A second high school will be built within the next few years. Harrisonburg is also home to two university campuses – James Madison University and Eastern Mennonite University. James Madison is a public research university with an enrollment of more than 22,000 students, and Eastern Mennonite University (EMU) is a private, Mennonite-affiliated liberal arts university with an enrollment of approximately 1,500 students.

Harrisonburg has been a Bronze Level Bicycle Friendly Community since 2011 and is dedicated to adding bicycle and pedestrian facilities throughout the community, making it attractive to walkers, runners, and cyclists alike. Miles of trails and sidewalks make it a walkable and bike-friendly community.

The Organization

While the City of Harrisonburg does not have a Department of Housing, the Housing Coordinator will be located within the City Manager's Office and will have the ability to provide creative input as to how the position strategically accomplishes Citywide goals. This is an exciting and rewarding new opportunity to work with key stakeholders to advance the implementation of the [Comprehensive Housing Assessment and Market Study](#), which was one objective of a key tenet of City Council's Vision & Priorities plan: Available Housing for All. Additionally, the position will be working closely with colleagues that administer the [CDBG](#) and the [Harrisonburg Redevelopment & Housing Authority](#).

Core Team



Mission

The City of Harrisonburg preserves and enhances the quality of life that is unique to our community by:

- Promoting a partnership between our citizens, elected officials and city employees.
- Protecting the health, safety and general welfare of all citizens.
- Planning for the orderly and efficient development of the community.
- Identifying concerns, problems, and opportunities and taking action to address them.
- Selecting, training, motivating and retaining highly qualified employees.
- Creating an organizational environment that fosters integrity, encourages continuous improvement, maintains safe working conditions and promotes individual and team achievement.

Five Core Values

Progressive Innovation

Productive Communication

Winning Teamwork

Trusted Service

Valued Employees



New Position for the City

The Housing Coordinator will play a vital role in ensuring the burgeoning effort of Available Housing for All is accomplished. As a strategic leader in the organization, the ideal candidate for this position will be self-motivated, have a desire to work both independently and in a variety of teamwork efforts, and remain confident in creating best practices for this type of role.

The incumbent in this crucial position must have a variety of industry knowledge relevant to:

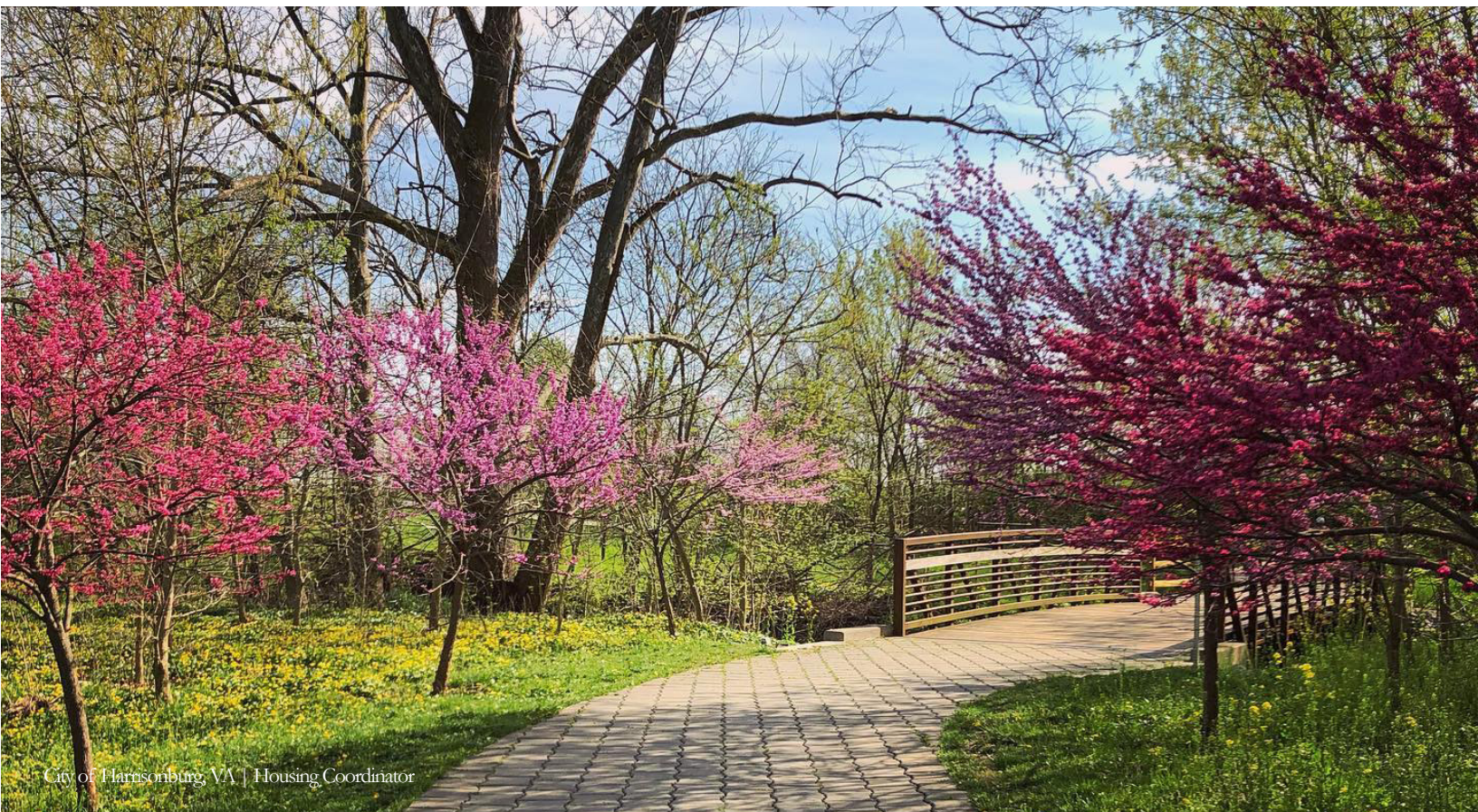
- Local, state, and federal policy regarding housing and development;
- State and federally-funded housing initiatives that can be utilized to leverage local funding;
- Incentive programs to produce/preserve affordable housing;
- Pertinent aspects of real estate development and financing.

Through building and maintaining effective working relationships with a variety of stakeholders in conjunction with the use of knowledge, skills, and abilities related to the industry, the City's first Housing Coordinator will be able to make a direct and positive impact in the local community.

Position Highlights

As the Housing Coordinator, you will make a direct impact in the community by conducting research and evaluating, developing, overseeing, directing, and implementing new programs, policies, and ordinances related to achieving housing objectives and goals for the City.

In the position, you'll serve as a liaison on internal and external housing issues, participate in task forces and special issue meetings, and coordinate various projects. For affordable housing projects, you will be responsible for developing and recommending protocols for the administration, review, and evaluation of funding offered to external entities. As the Housing Coordinator, you will get a chance to participate in additional duties related to similar tasks, such as assisting in the review of applications submitted through the City's CDBG program.





Minimum Requirements

The position requires an undergraduate degree from an accredited college or university with a major in public policy studies, public administration, business administration, urban planning, real estate development, housing development, or related field and considerable experience (3-5 years) in policy development and analysis and housing program development. An equivalent combination of education and experience may be used to meet these education and experience requirements.

Due to the nature of duties in this position, a driver's license with an acceptable driving record per the City's Safety Program is required.

[Physical requirements for this position are available on the City's website.](#)

The City provides an excellent benefits package including health insurance, retirement (VRS & MissionSquare), life insurance, paid leave and holidays.

All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, sexual orientation, national origin, disability or veteran status.

The City of Harrisonburg is an Equal Opportunity Employer.



Preferred Hiring Range:

\$60,590 - \$69,680 Annually
plus an excellent benefits package

[Apply Online](#) with the required documentation

First Review Date:
December 13, 2021

Questions?

Contact Chase Martin in
Human Resources at
employment@harrisonburgva.gov