



S. RENÉE NARLOCH
& ASSOCIATES
PROFESSIONAL EXECUTIVE RECRUITMENT



HOUSING AUTHORITY OF THE
CITY OF TULSA, OK
INVITES YOUR INTEREST IN THE POSITION OF
PRESIDENT/CEO

THE COMMUNITY

The City of Tulsa, Oklahoma (pop. 402,622), with its rolling green hills and beautiful wooded terrain, is nestled in the northeastern quadrant of Oklahoma, right in the heart of “Green Country.”

The City of Tulsa held its first “town council” meeting in 1836 and was a center for ranchers, farmers, and traders. Cattle ranching became a major business which led to the extension of the Frisco Railroad. Tulsa incorporated as a municipality in 1898 and, with the discovery of oil nearby, the city grew and eventually became the “Oil Capital of the World.” In the 1980s, Tulsa experienced an oil bust which greatly impacted the region. Through perseverance, Tulsa began attracting new industries, remodeling attractions and building large-city amenities, while preserving its small town, “neighborly” feel. Although oil-related businesses remain an important part of the city’s economy, Tulsa has developed a widely diversified business base which includes nationally prominent companies in aviation and aerospace, telecommunications, data processing, manufacturing, distribution, construction, high technology, healthcare, education, transportation and energy.

Today, Tulsa is a vibrant, thriving community and attracts visitors worldwide. One of “America’s Most Livable Communities,” Tulsa is known as the Mecca for arts in Oklahoma, from the Tulsa Ballet and Tulsa Opera, to Broadway plays and musicals at the Performing Arts Center, to the Philbrook and the largest collection of Western American art at the Gilcrease Museum. In addition, Tulsa offers many attractions, fine hotels, world-class museums, restaurants, shopping and a vibrant nightlife and music scene. Attractions include the Guthrie Green, the Gathering Place, Margaritaville Casino, OKPop and Route 66 museums, the Botanical Gardens, along with several arts and entertainment districts. The BOK center is a 20,000 seat venue which accommodates many events including superstar concerts and sporting events. For the outdoor enthusiast, there are many recreational and outdoor adventures including cycling and running trails, hiking, festivals and special events year-round. Sports enthusiasts enjoy a wide variety of collegiate and major/minor league sporting events such as baseball, basketball, hockey and soccer, as well as horse shows and auto racing.

The Tulsa Port of Catoosa is acclaimed as one of the largest, most inland river-ports in the United States. The Tulsa International Airport offers direct service to most major U.S. cities and is another important contributor to economic growth.



Ten higher education facilities serve the metropolitan Tulsa area. Options range from community college and vocational studies to undergraduate, graduate, and professional degree programs at both public and private universities.

The city lies at an elevation of 700 feet above sea level and offers a temperate climate which includes 227 days of sunshine a year and an average daily temperature of 61 degrees. The rainfall average is approximately 40 inches, and continually changing conditions occur in the city during all four seasons.

THE ORGANIZATION

The Housing Authority of the City of Tulsa (THA) is a quasi-governmental, public body, corporate and politic, exercising exclusively public and essential government functions, and having all the powers necessary or convenient to carry out and effectuate the purposes and provisions of the Oklahoma Housing Authorities Act (OHAA). THA is governed by a five-member voluntary Board of Commissioners, each of whom is appointed by the Mayor of the City of Tulsa to serve a three-year term. The Board establishes policies, approves budgets and employs THA’s President/Chief Executive Officer, who in turn employs the remainder of THA’s staff of 245 individuals. The mission of the Housing Authority of the City of Tulsa is to be a leading Public Housing Agency that enhances the quality of life in Tulsa through the efforts of a professional, caring, and responsive staff and Board. THA is the second largest Public Housing Authority in Oklahoma and holds the U.S. Department of Housing and Urban Development (HUD) rank of High Performing Agency. Programs currently administered by THA include Public Housing; Section 8 Housing Choice Voucher; Section 8 Multi-family Housing; Section 8 Moderate Rehab; Family Self Sufficiency; Veterans Affairs Supportive Housing; and Homeownership.

In September 1967, when the Housing Authority of the City of Tulsa was created, the need for safe, decent and sanitary housing was tremendous. Families were living in substandard conditions without electricity, gas or running water. At that time, almost 20% of the housing available in the City of Tulsa was substandard in some way. When THA opened its first public housing community, there was a waiting list of 2,200 applications for the 150 available units. By 1979, THA had constructed or purchased 2,434 units of public housing. Subsidized housing continued to change and grow during the 1980s.

By 1989, THA was providing housing for almost 20,000 of Tulsa’s citizens, and community attention began to

focus on the need for social, educational and employment programs in Public Housing. Funding through HUD enabled THA to create a Security Department to assist in ridding THA's communities of drugs and criminal activity. A Self-Sufficiency Program for THA residents of Public Housing was introduced and a Homeownership Program was developed. The expansion of housing options for low-income families, the creation and development of THA's Community Relations program, a Homeownership program, onsite health care centers, and the development of a nationally recognized HOPE VI Country Club Gardens community are just some of the accomplishments that THA has realized.

The THA staff and Board work diligently to accomplish the agency goals while remaining a high performing housing agency--a designation bestowed on THA by HUD. THA's current inventory consists of thirteen Public Housing Properties with 2,262 units, one HOPE VI Mixed Finance property with 353 units (243 of which are Public Housing units), four Section 8 Multi-Family properties with 614 units, Section 8 Vouchers with a maximum baseline of 4,859 units, and three Section 8 Mod Rehab contracts with 106 units. As of July 31, 2016, THA had 7,814 units leased across all programs, with a total household size of 19,167 within the Tulsa city limits. THA currently provides housing assistance to 4.8% of the population of the City of Tulsa.

THE POSITION

The President/CEO is responsible for leading THA by planning, organizing, and directing its activities, as well as implementing the vision articulated by the Board of Commissioners (Board) in the strategic plan. The President/CEO is charged with bringing innovative thinking to the day-to-day operations of THA and serves as an ambassador on THA's behalf with community groups, elected officials, state and federal departments, and with residents.

THA has a history of being a stable, high-performing housing authority which is compliant and has healthy financial reserves. While maintaining the organization's stability is imperative, the Board wants to explore possibilities and take advantage of new opportunities. Looking at underutilized resources, including many active philanthropic partners; building strong partnerships throughout the community; and empowering residents are examples of such opportunities.

Leading the Board in the development of a strategic plan is an exciting opportunity for the President/CEO, as well as assisting the agency in its efforts to become sustainable. The Board encourages new, creative ideas and supports changes which will move the agency forward in its mission. Efforts such as collecting and analyzing pertinent data, communicating with and educating the community on THA's initiatives, promoting a high level of customer service, and encouraging transparency are expected of the new President/CEO. The ideal candidate is a "systems thinker" who is focused on stakeholders and driven to obtain goals. This individual is action-oriented, creative, innovative, and able to translate broad goals into achievable steps. Must be a self-starter, problem-solver, and able to create, recognize and take advantage of opportunities.



RESPONSIBILITIES INCLUDE:

- Serve as President/CEO of THA and its supporting nonprofit entities, reporting directly to the Board.
- Monitor low income housing needs of the City and ensure THA targets those areas where housing can be most beneficial.
- Assess and monitor the viability of each of THA's programs and properties. Determine the feasibility of redevelopment of properties and development of new properties to ensure THA is meeting the low income housing needs of the City.
- Represent THA at public meetings, hearings and conferences, as well as handle public relations opportunities.
- Ensure effective and needed Community Service programs are provided to THA residents.
- Responsible for procurement activities in accordance with procurement policies.
- Nurture a culture in which employees are valued and challenged to accomplish their career goals; compliance with HUD and other governmental regulations is ensured; and sound fiscal policy in compliance with HUD regulations is observed.
- Direct, coordinate, and evaluate staff. Perform supervisory duties in accordance with policies and applicable laws.
- Supervise professional staff in administering all aspects of THA's operational programs. Manage subordinate supervisors who supervise a total of 245 employees in all aspects of THA functions.
 - Subject to ratification by the Board of certain positions, is empowered to employ, within budgetary limitations, all administrative, clerical and maintenance employees, and to terminate such employees.
 - Performs other related work as required.

As THA's leader, the President/CEO must have knowledge of and experience in management and administration, including experience in human services, finance and personnel. Excellent oral and written communication skills are necessary. Strong interpersonal skills are required to make formal, persuasive presentations to groups and interact effectively with people from all segments of the community. The President/CEO must be a strong leader who shares THA's values, mission and vision; consistently displays integrity; develops people; builds consensus; and deals effectively with demanding situations. The President/CEO must also have a team-oriented, collaborative management style, clearly communicate expectations, and promote accountability. Candidates with business acumen and political astuteness are desired. A Bachelor's degree in Public/Business Administration, Housing, Economic Development or related field is required with a minimum of seven (7) years of experience in a senior management position. A Master's degree is preferred.



COMPENSATION

The starting salary for the President/CEO is open and dependent upon qualifications. THA offers an attractive benefits package.

TO APPLY

If interested in this outstanding opportunity, please visit our website at www.srnsearch.com and apply online. Position open until filled.

Résumés will be screened according to qualifications outlined above. Screening interviews with the most qualified applicants will be conducted by S. Renée Narloch & Associates in order to determine a select group of finalist candidates who will be asked to provide references; references will be contacted only following candidate consent. Final interviews will be held with the Housing Authority of the City of Tulsa. Candidates will be advised of the status of the recruitment following the selection of the President/CEO.

Questions regarding this recruitment may be directed to:

Ms. S. Renée Narloch, President
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info@srnsearch.com | 850.391.0000 | srnsearch.com

The Housing Authority of the City of Tulsa is an Equal Opportunity/ADA Employer.



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