



VASHON HOUSEHOLD IS HIRING AN EXECUTIVE DIRECTOR!

Want to make a big impact on our thriving island community through affordable housing? Vashon HouseHold seeks a spectacular Executive Director with vision and substantive experience in nonprofit management, fundraising, and property development.

Vashon HouseHold is a mature and energetic affordable housing nonprofit situated on beautiful Vashon-Maury Island. We provide access to quality, affordable housing opportunities for low- and moderate-income islanders to preserve and foster the economic and cultural diversity of our unique community. We also partner with other organizations to enhance the quality of life for our residents. We currently have seven properties (soon to be eight!) that are a mix of rentals and homeownership programs. We are looking for a leader to maintain and expand our housing programs and engage the community in new solutions.

Our Community

Vashon-Maury Island is a picturesque rural island in the Puget Sound. Home to 11,000 quirky, artsy, and community-minded people, we are a 15-minute ferry ride to Seattle and Tacoma. There's no place quite like it. It's a regular occurrence that the neighbors' cows have escaped... again.

Of course, the vibrancy of our community depends on people from all walks of life being able to afford to live here. With housing affordability emerging as a massive problem in our region, one in nine Vashon Island residents spend more than 50% of their income on housing. We are doing our part to remedy the problem.

To learn more about the impact our organization can have on Vashon Island, watch our mini documentary at <https://www.vashonhousehold.org/about-us-1> or <https://youtu.be/BPxOG-Ms5g8>.

Executive Director Job Description

Organization: Vashon Household

Location: Vashon Island, WA (in the Seattle-Tacoma metropolitan area)

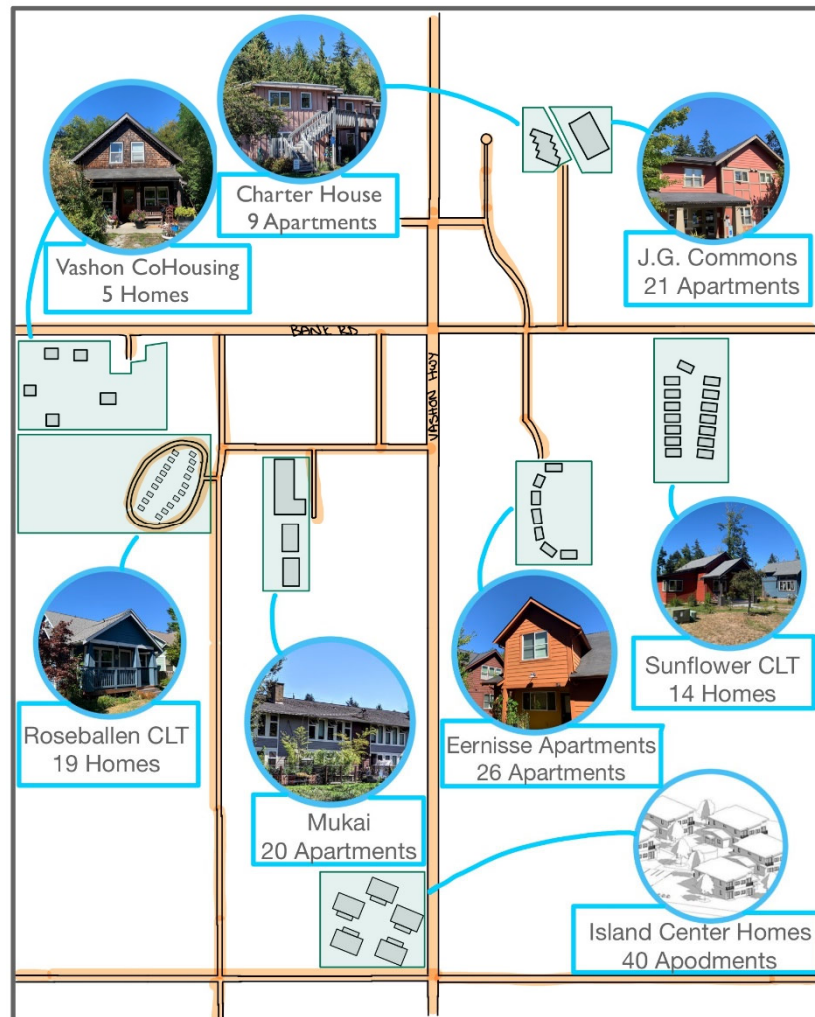
Contact: Vashon Household Board of Directors - admin@vashonhousehold.org

Organizational Overview

Begun in 1989 as a grass-roots organization concerned about the lack of affordable housing in our community, Vashon Household has grown to become a well-managed, adequately funded 501(c)(3) nonprofit organization. Today, we have 8 project sites including 38 Community Land Trust homes, 76 rental apartments for seniors, people with disabilities, and families, and four acres of leasable farmland. Our current project about to start construction will house an additional 40 people.

VHH uses a diverse mix of federal, state, county, and private financing for its projects. Two related housing corporations were created and are managed by VHH to serve our mission. Our combined operating budgets are approximately \$1,000,000 with assets of \$16 million. VHH is financially stable with revenues derived from a variety of sources including developer fees, rents, and a reliable donor base.

VHH has a very active Board of Directors whose members are drawn from the island community. They bring experience in the law, real estate, non-profit management, architecture, finance, and construction fields.



Position Description

VHH seeks an Executive Director with a passion and commitment to building safe and nurturing affordable communities. An ideal candidate for this position can handle strategic direction from the Board and assume a hands-on role with asset and administrative management. The ideal candidate will possess the following attributes:

- Collaborative leadership style;
- Demonstrated record of creative and successful fundraising management;
- Experience with organizational development and board relations;
- Excellent communication and interpersonal skills;
- Connections to the local community and leaders in local public, private, and non-profit sectors;
- Experience working in affordable housing development; and
- Experience working in property management.

Key Areas of Responsibility:

- **Visionary Leadership & Communication:** Communicate the VHH mission, vision, and strategic goals to the island and regional community.
- **Staff Development & Supervision:** Provide leadership and staff development for a very collaborative, self-directed combined staff team of 3 (plus contracted bookkeeper and maintenance staff).
- **Board Relations:** Support the board in carrying out its duties, including organizational oversight, committee functions, fundraising, and strategic planning.
- **Financial Management:** Ensure financial viability of the organization through budget development, budget monitoring, oversight of accounting practices & audits, as well as financial compliance with funding agencies.
- **Project Development and Management:** Oversee the financing, planning, development and long-term management of various affordable housing projects, including apartment complexes and single family home developments. The work may entail development of policies relating to lease-up or sale of units and management of rental properties or land holdings.
- **Fundraising:** Increase major donor and planned giving to meet strategic plan goals. Work will include grant-writing for foundations and corporate sponsors, marketing of projects to the community, reporting and relationship building with potential supporters.

Job Requirements

- Experience in nonprofit leadership at the Executive Director or Senior Management level
- Specific fundraising and grant-writing experience
- Passion for and background in affordable housing or housing related issues
- Able to be physically present on Vashon Island to participate in community events, communicate face to face with residents and visit VHH properties as needed.

Compensation

This is an exempt salaried position. The salary range is \$70,000-85,000 (DOE) plus retirement benefits, vacation, and sick leave.

To Apply

- Email a cover letter, resume, and list of three (3) references to admin@vashonhousehold.org.
- Fill out the application [here](https://forms.gle/FzUqd4eedeQKmoUX9): <https://forms.gle/FzUqd4eedeQKmoUX9>.

Application Deadline = ~~July 31, 2021~~ Applications will be accepted and reviewed on a rolling basis until October 1, 2021.



For More Information

Inquiries welcome. Email us at admin@vashonhousehold.com

Visit Vashon HouseHold's website at <http://www.vashonhousehold.org>

Watch our video about affordable housing on Vashon Island:

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