



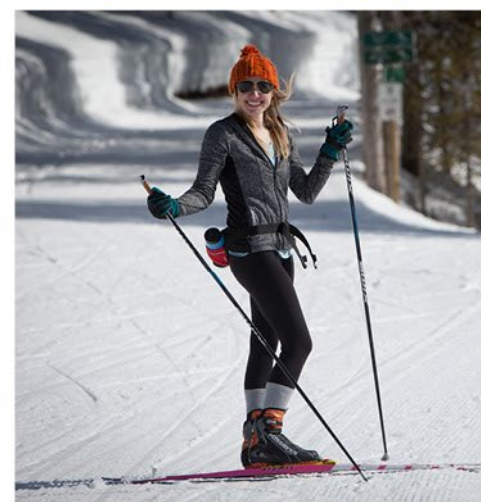
Director of Housing



ABOUT THE CITY OF KETCHUM

It may be a small town, but it's a big life!

In many ways, Ketchum isn't a destination. It's a lifestyle. It is a small mountain town located in the Wood River Valley in south-central Idaho. Founded in 1880 during the mining boom, Ketchum is now regarded as one of the most popular destinations for winter and summer visitors due to its world-class skiing, mountain biking, fishing, hiking, restaurants, art galleries, and shopping. The town hosts numerous year-round attractions and events throughout the year, including the famous annual Wagon Days Parade.





ABOUT THE OPPORTUNITY

Director of Housing

The Director of Housing creates and implements the City of Ketchum's community housing initiatives. They maintain a broad view of the community's housing needs to cultivate and promote solutions, while integrating complementary activities focused on social services and community and economic development. This leadership role requires considerable initiative and independent judgment on issues that are both complex and political in nature. The work is performed under the general direction of the City Administrator.



Why join the city?

- To join a team that works on complex, innovative projects impacting the entire community
- For the freedom to do great work with people who are passionate about the livability of Ketchum
- For flexibility, autonomy, and professional growth in a fast-paced environment
- To be surrounded by world-renowned recreation, majestic scenery, a vibrant arts and culture scene, and award-winning restaurants
- To receive premium benefits, including health insurance with no out-of-pocket deductible, an Idaho pension, and recreation passes



DESIRED SKILLSETS

Essential functions

- Manages Ketchum’s Housing Department and Housing Action Plan, including budgeting, implementation, staffing, consultants, and collaborations with developers and community housing partners
- Administers federal and state housing funds for developments, including regulation compliance oversight
- Creates and manages Request for Proposals, Quotes, or Information processes with prospective partners
- Develops housing programs relevant to a resort community
- Works with the county and nearby municipalities to ensure housing goals are supported county-wide
- Proposes zoning updates to achieve Housing Plan objectives
- Tracks Housing Plan progress and provides updates to the Mayor and City Council
- Maintains a database of subsidized and city-owned units, including those at risk of nearing the end of their deed restriction term, which keeps them affordable

Requirements

- Knowledge of project management methods and techniques, including principles of housing development, programs and policy, planning and zoning, administration, fundraising, grant writing, and budgeting
- Proficiency in contract management, conflict resolution, and partnership facilitation
- Strong organizational skills and an ability to coordinate complex activities, prioritize conflicting demands, and meet deadlines
- Capable of planning, organizing, managing, and implementing a variety of complex community projects, functions, and activities to achieve housing program objectives
- Expertise in understanding, interpreting, explaining, and complying with applicable laws, regulations, ordinances, and policies related to housing programs and development
- Ability to represent the City effectively by presenting sensitive topics and collecting community feedback through public meetings, presentations, and focus groups
- Proficiency in mobilizing community resources and engaging public participation in programs and projects
- Expertise in presenting policy findings and other recommendations, both orally and in writing

Acceptable experience and training

- Bachelor’s degree in community development, urban planning, public administration, sociology, economics, business, or finance (or similar field); graduate degree preferred
- Five to seven years of progressively responsible experience involving the development and coordination of a fast-paced and high-growth business, social enterprise, or similar environment, or any equivalent combination of experience and training

COMPENSATION



Salary

- \$130-\$145,000, depending on experience



Healthcare

- Medical, dental, and vision insurance



Retirement

- Idaho Public Employee Retirement System of Idaho pension (PERSI)



Paid leave

- Vacation
- Sick



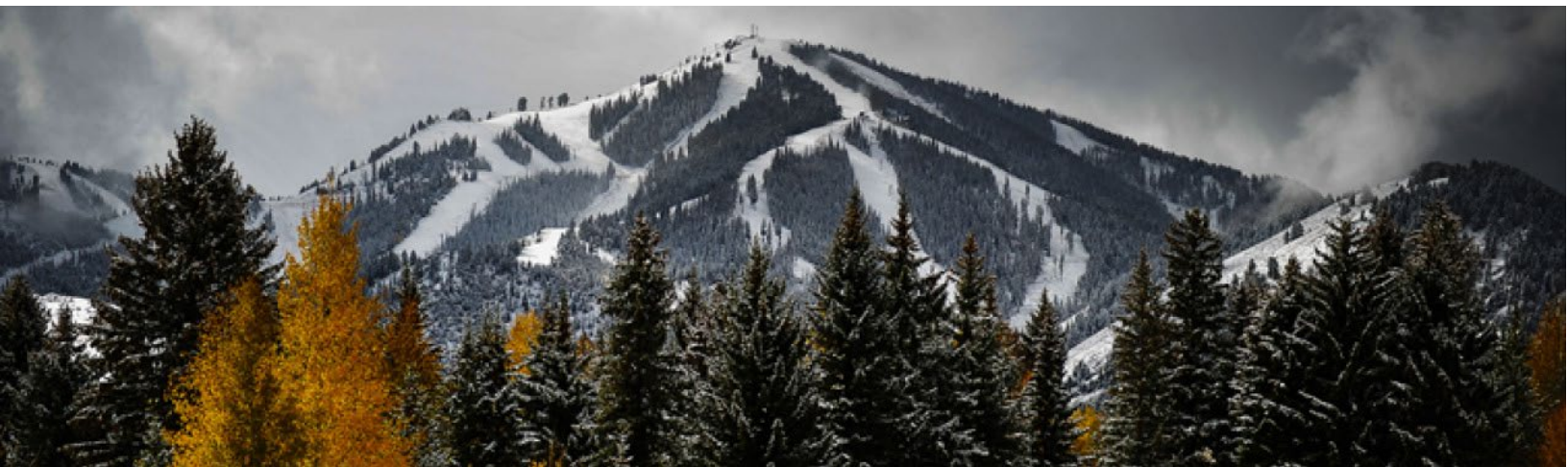
Optional/negotiated benefits

- Disability insurance
- Flexible spending account
- Relocation assistance
- Hybrid work opportunities



Workplace environment

- Healthy, positive culture
- Opportunities to learn and grow in a meaningful career
- Authentic leadership



Ready to apply?



Apply online at ketchumidaho.org/jobs

