

Manager, Strategic Solutions

Illinois Housing Development Authority (IHDA), one of the Nation's preeminent Housing Finance Agencies and one of the State's ten largest financial institutions, is currently seeking a Manager, Strategic Solutions to build upon their 50+ year leadership in housing finance.

SUMMARY:

This position is housed within the Asset Management department, which monitors long-term physical, financial, operational, and administrative compliance for IHDA-assisted developments.

This particular position is housed within the following group: Strategic Solutions: Serves as an implementation driver for departmental strategic direction through consultative work in policy, processes, data, and training.

ESSENTIAL FUNCTIONS:

Works with senior leadership to design and execute transformation initiatives, informed by a deep understanding of the relevant business practices and through positive influence upon stakeholders.

Leads a multifaceted, cross-functional team to facilitate and support policies/procedures, training, data, systems, reporting, project coordination, audit, and communications initiatives.

Conceptualizes and manages work requests and assignment to ensure appropriate prioritization, staffing coverage, securing of input/approval, coordinated and timely handling, and workload balance.

Ensures that operations are efficient and effective, resources optimized, processes continually improved, and impact maximized. Leverage data, systems, visualization, and reporting expertise to provide team with high level but targeted guidance as well as directly support related work in a lead, backup, or contributing role to keep pace with internal/external demand for related support.

Leads or supports resource development through identification and pursuit of new business, funding, and partnership opportunities including bid coordination and proposal writing as directed.

Directly conducts and presents high level analyses and recommendations to drive policy and ensure data-driven decision-making.

Sets a positive and productive leadership tone in managing and coaching staff. Positions them for success through thoughtful delegation for stretch assignments, empowerment, constructive feedback, identification of areas of strength/growth and commensurate strategies or resources for sustaining or improving performance. Establishes and maintains a regular cadence in conferring with overall team and individual contributors. Cascades messages as appropriate.

Performs other duties and handles other special projects/initiatives as assigned.

EDUCATION AND EXPERIENCE REQUIREMENTS:

Education: Bachelor's degree required and Master's degree desired. Relevant significant experience may be substituted for a Master's degree subject to Director approval.

Experience: At least 5 years' progressively responsible experience with Federally financed affordable multifamily rental housing required. At least 3 years of multiple direct staff reports daily supervisory experience required. High proficiency in Microsoft Office Suite required. Demonstrated strong capacity to develop narratives and visuals with a professional format and tailored content required. Demonstrated strong capacity to effectively present information verbally in formal and informal settings required. Large scale and multiple overlapping project management experience required. Cross-functional leadership experience desired. Seeking candidates with a

managerial style that is clear, consistent, communicative, and empowering that is solution oriented, will establish an appropriate sense of urgency and drive to resolution.

Training: Ongoing managerial leadership development and asset management training as directed and/or available. Project management, continuous process improvement, lean, Six Sigma, Agile training recommended as available.

Certifications: PMP, Six Sigma, Agile certifications recommended as available.

Valid Driver's License: Not required.

Access to Personal Vehicle: Not required.

Frequency of Travel: Not required.

Excellent benefits package, including 401 (k); immediate vesting.

To apply, submit resume to:

https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=ee890b7a-c9a4-4880-b61b-79abf60f096e&cclid=19000101_000001&jobId=414812&source=CC2&lang=en_US

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