

Program Delivery Team Lead

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 Program Delivery Team Lead to build upon their 50+ year leadership in housing finance.

Summary:

The Program Delivery Team Lead will engage in project management activities and practices. This position will be monitoring progress and create reports for the team they manage. The position will contribute to the productivity of teams and lead the efforts to build and enhance work streams for efficiency and meet deadlines.

Essential Functions:

Oversee a team and monitor their daily production.

Works closely with other Program Leads and share best practices and rising trends.

Evaluate performance of team members and determine training needs

Develops process improvement, set priorities, and make schedule adjustments to achieve programmatic results

Coordinates the creation of required reports, presentations and analyses management and leadership.

Maintains a comprehensive knowledge of all initiations from Strategic Response unit.

Coordinates and executes on-going training opportunities; monitors performance standards; designs and monitors corrective actions when appropriate.

Education & Experience Requirements:

Undergraduate Degree in finance urban studies preferred, public administration or related field preferred. At least 3 years of experience in real estate or housing directly related to the responsibilities of this position preferably knowledge of specialized housing resources. Requires a working knowledge of Excel and Microsoft Word. Experience with a client management system is preferred. Supervisory experience is required.

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

To apply, submit resume and to:

https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=ee890b7a-c9a4-4880-b61b-79abf60f096e&cclid=19000101_000001&jobId=419657&source=CC2&lang=en_US

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