Director of Real Estate

Housing Authority of the City of Asheville

Full-time | Exempt | Executive Administration | Asheville, NC

Starting at $85,000 annually

Starting salary will be determined based on relevant experience, qualifications, and alignment with the role's responsibilities.

Lead the future of affordable housing in Asheville.

HACA seeks an experienced real estate leader to protect, preserve, reposition, and expand its affordable housing portfolio. The Director of Real Estate leads the development and construction pipeline from project planning and financing through closing, construction, and permanent loan conversion.

Working closely with executive leadership, you will guide staff and consultants, align cross-functional teams, and build partnerships with residents, community stakeholders, lenders, investors, and regulatory agencies. This position reports to the Executive Director.

What you will lead

- **Development and team leadership:** Coordinate finance, legal, procurement, construction, asset management, property management, and resident services around shared project plans. Develop staff and consultants through inclusive, transparent leadership.
- **Financing and transactions:** Develop funding strategies using applicable public subsidies and HACA's Moving to Work (MTW) flexibility. Maintain accurate financial models and underwriting; oversee closings, legal documents, and business terms.
- **Project delivery:** Manage planning, design, procurement, construction, and quality assurance for new development, redevelopment, modernization, and capital projects. Coordinate architects, engineers, contractors, and owner's representatives to deliver on time and within budget.
- **Portfolio stewardship:** Support net operating income and long-term financial health. Oversee compliance with HUD requirements, LIHTC and bond covenants, loan and partnership agreements, insurance, and cash-flow distributions.
- **Strategy and accountability:** Evaluate sites, acquisitions, and development feasibility. Build dashboards tracking portfolio health, cash flow, capital needs, and project risks; escalate material concerns to leadership.
- **Resident and community engagement:** Lead transparent communication about redevelopment and construction. Represent HACA in public meetings and negotiations, and prepare clear staff and Board reports.

Why work with HACA?

Low-cost health coverage | 7% employer retirement contribution
Paid time off | Paid year-end closure

The employer retirement contribution is a flat contribution, not a match. Benefits are subject to eligibility and applicable plan and policy provisions.

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Qualifications & application information

Minimum qualifications

- **Education:** Bachelor's degree from an accredited college or university in real estate, urban planning, public administration, business administration, finance, law, architecture, engineering, construction management, or a related field.
- **Experience:** At least 10 years of progressively responsible experience in affordable housing real estate, community development, public-sector redevelopment, and complex real estate transactions; at least 5 years of staff supervision.
- **Equivalent qualifications:** An equivalent combination of education and experience likely to provide the required knowledge, skills, and abilities may be considered.

Knowledge and strengths

- Affordable housing development and finance, including LIHTC, bond financing, bank mortgages, and HUD development and modernization funding.
- Financial modeling, project pro formas, underwriting, design and construction administration, and management of multiple complex projects and deadlines.
- Knowledge of HUD, Fair Housing, and affordable housing regulatory requirements, including financing and partnership covenants.
- Staff and consultant leadership; sound judgment; clear written and verbal communication; and strong relationships with residents, partners, public officials, lenders, and investors.
- Proficiency with standard office software, including Excel, Word, PowerPoint, Visio, and Outlook, and the ability to learn dashboard and reporting tools.

Preferred qualifications

Master's degree. Experience with public housing, mixed-finance development, tax credits, bond financing, design and construction administration, and public subsidy programs is strongly preferred. Familiarity with MTW flexibility is a plus.

Work location and environment

Work is primarily office-based at HACA's Central Office, with travel to development sites and meeting locations. On-site work is required initially; hybrid options may be available after an initial in-office period. Work hours will be determined.

Work includes computer and office-equipment use, communication in meetings and presentations, movement about sites, occasional bending, stooping, and reaching, and handling materials weighing up to 25 pounds. Essential functions may be performed with or without reasonable accommodation. Contact Human Resources for accommodation needs.

How to apply

Complete the HACA employment application online

Questions? hr@haca.org | haca.org/careers/

HACA is an Equal Opportunity Employer. Employees are expected to follow applicable laws, HUD and Fair Housing requirements, and agency policies; protect confidential information; and complete assigned training.