

### **Director – Community Housing & Human Services**

This is a responsible managerial position directing all the operations of the Community Housing & Human Services Department. This position requires management of a considerable variety and volume of professional work concerned with City human services, and housing development. Work is performed under the executive direction of the Deputy City Manager and considerable independent judgement, discretion and initiative is exercised in carrying out the daily operations of the department with efficiency and effectiveness.

#### **MINIMUM TRAINING AND EXPERIENCE**

Possession of a master's degree in urban planning, sociology, social work, psychology, business or public administration or a related field and six years of administrative and managerial experience that includes affordable housing, or an equivalent combination of training and experience. Three years of the required experience must have been in a supervisory capacity.

Open until filled. Application requested by January 17, 2020

#### **NECESSARY SPECIAL REQUIREMENTS**

Must possess a valid Class E State driver's license at the time of appointment.

An incumbent of this job classification will be required to file a financial disclosure statement with the Supervisor of Elections in their county of residence, in compliance with Florida Statutes, Chapter 112, Part III. Such filing is required within 30 days of placement in a covered position, annually thereafter by no later than July 1 of each year in which they serve in the covered position, and within 60 days of leaving the covered position.

#### **SALARY**

The salary range for the position is \$36.34 to \$83.49/hourly. Hiring rate generally will not exceed \$63.43.89/hour

#### **HOW TO APPLY**

A completed employment application is required. Applicants must apply via the online system at <http://www.talgov.com/employment/employment.aspx>

TDD #711

The City of Tallahassee is an equal opportunity employer