

RRHA Consultant

The Rural Rental Housing Association of Texas (RRHA) seeks a consultant to assist them with program and policy decisions. RRHA is a non-profit organization dedicated to providing safe affordable housing in rural areas by providing services to our members who own and operate 514 and 515 rental properties. RRHA provides services to rural housing projects and their owners including lease and application forms, management training, and advocacy for our membership with USDA, Texas Department of Housing and Community Affairs, and the Texas legislature among other services.

Job Description: RRHA's policy and program work will be performed by a hired consultant. The consultant is expected to monitor TDHCA programs, including changes to tax credits and the QAP, along with preservation policy of the Housing Agency and USDA. In addition, the consultant will prepare for, and monitor each Legislative session of the Texas State Legislature and work with the Association to promote favorable outcomes for the RRHA. The consultant reports directly to the President of the Association, and/or to the designated Committee Chairs identified by the President. Regular updates in writing should be provided to the Chair of the Legislative and Development committees of RRHA at least monthly.

The consultant will work independently, with initiative and understanding of housing programs and policy, to further the Association's goals. The goals of the Association will be determined by members, with background knowledge provided by the consultant. It will be the responsibility of the consultant to inform RRHA members of anticipated policy and program changes, and to gather facts to assist the members in determining potential, and appropriate substitute language, and to present it in a timely manner. When reacting to changes, or promoting changes on policy issues that may either benefit or harm the properties owned by RRHA members, the consultant is expected to represent the Association in a fair, respectable and professional manner to outside groups.

The successful person will be a self-starter, and persistent in follow up. The person will work collaboratively with the Association members to understand their concerns, their challenges to USDA property preservation, and to build coalitions with other affordable housing groups including Texas Affiliation of Affordable Housing Providers, Texas Association of Local Housing Finance Agencies, Federal Home Loan Bank, Council of Affordable Rural Housing and others . The consultant will articulate proactively the Association's position to external groups, Agencies and the Legislature on behalf of the the owner/manager members of RRHA. Therefore, the successful candidate will be organized in their schedule, and flexible in their hours and their ability to represent the Association.

The hours, while flexible, will vary from month to month in the amount of time that is expected for RRHA issues. It is expected that the consultant will be able to give the necessary amount of time to RRHA issues, as they are needed, and regardless of other clients they may represent.

Technical Skills and Knowledge: The successful candidate for RRHA consultant will have 5 or more years in the affordable housing industry in Texas, with at least 2 of those years in multifamily programs. It's a bonus to have staff experience at either TDHCA or the State Legislature. Working familiarity with USDA RD housing programs is required. USDA development experience with finance and/or property preservation would be ideal.

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Personal Skills: The Association is looking for a candidate that is well spoken, knowledgeable, and able to identify and articulate perceived problems and opportunities in a well laid out solution to the housing industry, with the ability to pursue several tasks simultaneously. The person must be able to work efficiently, and in a timely manner. In addition, the person must be cooperative and inclusive with the RRHA membership and staff.

It is expected that the consultant will be able to negotiate potential conflicts of interest in a professional, and business-like manner. It is expected that the consultant will make a proactive effort to understand the Association member's potential concerns, and their perceived conflicts of interest for a consultant.

Time Required: The amount of time required from the RRHA program and policy consultant is expected to vary monthly from approximately 25 hours to 60 hours per month, depending on TDHCA and Legislative schedules. The Association can be expected to review the formal contract with the consultant semi-annually.

Please submit your expression of interest to The RRHA Search Committee, along with your experience and a brief statement on why this position interests you, as well as your brief thoughts about the rural multifamily housing industry and existing USDA properties in Texas. Your expression of interest should be submitted electronically to gingermcguire2@gmail.com no later than 5:00 PM on June 23, 2017.