

Planning and Development Coordinator

The Housing Authority of Kansas City, Missouri (HAKC) is seeking a strong candidate for the position of Planning and Development Coordinator. This position supports the Planning and Development Department in:

- The development and preservation of affordable housing
- Asset management of housing developments for optimal performance
- Creating positive and supportive living environments for residents
- Coordination with project partners and professionals
- Packaging housing financing in the form of grants, rent subsidy, tax credits, equity, and conventional loans
- Effective communications with HAKC residents, partner agencies and community groups.

This is an entry-level professional position with the potential for promotion to Development Specialist. Qualified applicants will have a master's degree in urban planning, public administration, business administration or a related field; or a bachelor's degree in these fields plus at least three years of real estate finance, development, management or related housing or community development experience. An equivalent combination of education and experience will be considered. Strong speaking and writing skills and comfort in multi-cultural settings are essential.

Interested applicants should send a resume and cover letter to:

**Director of Administrative Services
Housing Authority of Kansas City, Missouri
3822 Summit
Kansas City, Missouri 64111**

POSITION IS OPEN UNTIL FILLED

EOE