

ST. LOUIS HOUSING COMMISSION

POSITION VACANCY POSTING

Deputy Director: The Saint Louis Housing Commission (SLHC), Board of Commissioners, St. Louis, Michigan seeks to hire a Deputy Director (for potential promotion to Executive Director in 2027), with a high regard for ethical leadership, a dedicated commitment to public service, organizational integrity and innovative solutions. The SLHC is comprised of two sites each with forty units of elderly/disabled and families. Additionally, the SLHC manages a Section 8 Voucher Program. The commission's mission is to provide quality, affordable housing to low income and moderate-income residents in Gratiot County, Michigan in an effective and professional manner.

Minimum Qualifications: A strong working knowledge of HUD Public Housing and Section 8 Voucher Program regulations and procedures. Experience in planning and directing staff personnel. Ability to use capable judgement to determine when to act independently and when to seek guidance. Ability to train, and assign personnel, delegate authority and effect maximum efficiency. Ability to comprehend complex government regulations, reports, contracts and guidelines. Perform those functions and meet job performance requirements of the building manager. Respond to directives of the SLHC and perform work-related functions as required.

In addition, the job description requires some in town and out of town travel, receive and handle complaints including but not limited to tenants, staff personnel and citizenry. Night meetings are also a requirement for the Deputy/Executive Director position.

The successful candidate will be required to possess a Bachelors degree in business or public housing administration, or related field experience, and/or a minimum of five (5) years of responsible experience in the planning,

development and delivery of public housing management and maintenance services, of which two year must have been in administrative capacity in a public housing commission.

Candidate must be bondable and possess a valid Michigan driver's license within 30 days of hire. Must pass a criminal and credit check. Compensation and benefits are negotiable. Any equivalent of education, training and experience will be determined by the Commission as sufficient qualification.

The housing commission does not provide relocation assistance or VISA paperwork for non-resident applicants.

Interested applicants must submit a cover letter of interest and resume; including salary history, and professional references that can attest to leadership and work history by no later than October 23, 2026, to: Saint Louis Housing Commission, c/o Kerry Marsh, PO Box 117, St. Louis, MI 48880 or email to slhckerry@ispmgt.com