



**OPPORTUNITY HOME SAN ANTONIO, TX**  
INVITES YOUR INTEREST IN THE POSITION OF  
**PRESIDENT & CHIEF EXECUTIVE OFFICER**



## THE COMMUNITY

San Antonio is a beautiful, thriving, historic community with a mixture of rich heritage and cultures, including heavy Spanish/Mexican influences that make it a truly unique city.

Approximately 1.5 million people live in the City of San Antonio, the second largest city in the state of Texas, and the seventh-largest in the United States. Approximately 65% of the population is Hispanic. Since 1970, population growth and land annexation have doubled the size of San Antonio, which currently spans more than 460 square miles.

Key industries supporting San Antonio's economy include financial services, government, healthcare, and tourism. Each year, more than 20 million tourists visit local attractions and generate millions of dollars in new revenues, creating an overall \$13.6 billion impact on the local economy. The city is also home to several military bases, at which almost 90,000 people are employed, providing an additional effect on the local economy of more than \$5.25 billion. San Antonio is home to several Fortune 500 companies and the headquarters location for a host of large companies, including Valero Energy, Andeavor, USAA, iHeartMedia, NuStar Energy, CST Brands, and H-E-B, with other notable companies that maintain a sizable presence in the city such as Hulu, Toyota, Microsoft, and Boeing.

Rich in historical ambiance and culture, the city offers residents a variety of pastimes, including the River Walk, the Alamo, and other historic missions, Sea World, Six Flags Fiesta Texas, and the San Antonio Zoo.

Characterized by many culturally distinct neighborhoods, the City of San Antonio offers residents various affordable housing options. The city is home to more than 30 private and charter schools and 31 higher-education facilities. It has several transportation options, including the San Antonio International Airport, bus and streetcar mass transit, and Amtrak national passenger rail service.

## THE AGENCY

Opportunity Home San Antonio (OHSA), formerly known as San Antonio Housing Authority (SAHA), has provided housing opportunities to San Antonio residents for over 85 years and is among the largest housing authorities in the nation.

The agency was created in 1937 and is governed by a seven-member Board of Commissioners who are appointed by the Mayor of the City of San Antonio



to staggered two-year terms. The Board appoints the President & Chief Executive Officer (CEO), who is responsible for the day-to-day operations and the supervision of staff. Members of the Executive Leadership Team report directly to the President & CEO and include the Executive Vice President of Development and General Counsel; Executive Vice President, Chief Financial Officer; Executive Vice President, Chief Administrative Officer; Chief Information Officer; Chief Asset Management Officer; Chief Data, Strategy, and Innovation Officer; Chief Operating Officer; Chief of Staff; and Chief Real Estate and Development Officer.

Opportunity Home San Antonio is committed to serving individuals and families that earn less than 30% of the area median income by providing and preserving public housing units, creating a safer and healthier environment, and improving the quality of life for residents. Its mission is to “improve the lives of residents by providing quality affordable housing and building sustainable, thriving communities.”

As a nationally recognized leader in developing innovative and accessible low-income housing, OHSA serves almost 10% of Bexar County renters and touches the lives of over 63,000 people throughout San Antonio. The organization owns and manages approximately 6,000 public housing units at 74 properties, 4,400 mixed-income units at 31 properties, and 7,600 units at 36 properties through non-profit entities and partnerships.

OHSA administers about 14,000 federal Housing Choice (Section 8) rental assistance vouchers. Opportunity Home has nearly 600 FTEs, an annual operating budget of \$250 million, and a current value of more than \$500 million in assets.

Opportunity Home has an entrepreneurial approach to provide housing and improve neighborhoods throughout San Antonio. The agency utilizes public/private partnerships and creative financing to fund housing assistance and implement a comprehensive neighborhood revitalization approach designed to produce jobs, increase the homeownership rate, and alleviate poverty. Almost 1,300 new housing units in mixed-income communities were built in the last five years.

Opportunity Home is one of several agencies designated by HUD to participate in Moving to Work (MTW)—a national project that seeks ways to increase the cost-effectiveness of federal housing assistance, provide families with children an incentive to become economically self-sufficient, and increase housing choices for families.

## THE POSITION

The President & Chief Executive Officer (CEO) is appointed by and reports to the Board of Commissioners and is responsible for planning, directing, managing, and reviewing all the administrative activities and operations of Opportunity Home. The President & CEO coordinates program services and activities among OHSA's departments and outside agencies; ensures the financial integrity of the organization; and represents Opportunity Home's interest to the general public, other agencies and levels of government, and other outside interests.

The President & CEO provides highly responsible and complex policy advice and administrative support to Opportunity Home's Board of Commissioners. A major focus of the President & CEO is leading the development and implementation of the agency's housing and community development goals, policies, and strategic initiatives; developing meaningful and effective relationships with the resident community and other stakeholders; and working closely with the Board to promote and support and the agency's long-term vision and sustainability.

The President & CEO supervises all OHSA staff and has the following essential duties and responsibilities:

- Assumes full management responsibility for all Opportunity Home services and activities; formulates, implements, and administers policies and procedures.
- Directs and manages the development and implementation of Opportunity Home goals, objectives, policies, and priorities; plans, organizes, and directs activities that support the goals and objectives of Opportunity Home; establishes appropriate service and staffing levels; and allocates resources accordingly.
- Selects, develops, trains, motivates, and evaluates all senior management personnel; works with staff to support excellence and correct performance deficiencies; implements recognition, discipline, and termination procedures as necessary.
- Reviews and approves reports and other documents required by federal, state, and local jurisdictions.
- Represents Opportunity Home to elected and appointed officials of City, County, State, and Federal government and outside agencies, including the U.S. Department of Housing and Urban Development (HUD); explains and justifies Opportunity Home programs, policies, and activities; and negotiates and resolves sensitive, significant, and controversial issues.
- Attends and participates in a variety of community and industry boards and committees and stays abreast of new trends and innovations in the housing industry.
- Negotiates contracts and solutions involving a variety of administrative, fiscal, and special projects; and analyzes and prepares recommendations on special requests.
- Provides highly responsive policy analysis and directs specific and comprehensive analyses of a wide range of housing policies,



with foresight regarding their impact on Opportunity Home.

- Attends OHSA Board of Commissioners meetings; directs and oversees the preparation of meeting agendas and supporting materials; presents staff recommendations; and responds to questions and direction from the Board.
- Directs, oversees, and participates in the development and administration of OHSA's budget; directs the forecast of funds needed for staffing, equipment, materials, and supplies; controls expenditures; implements mid-year adjustments; and keeps the Board of Commissioners fully informed on matters related to Opportunity Home's financial condition.
- Responds to and resolves sensitive inquiries and complaints from both internal and external sources.
- Administers Opportunity Home's programs and services; plans, directs, and manages Opportunity Home's annual work plan.
- Meets with management staff to identify opportunities and resolve problems; and assigns projects and programmatic areas of responsibility.
- Monitors and evaluates the efficiency and effectiveness of Opportunity Home's service delivery methods and procedures; assesses and monitors workload, administrative and support systems, and internal reporting relationships; identifies opportunities for improvement; and directs the implementation of changes.
- Completes all duties as assigned or requested, as outlined in operational and procedural guidelines, that are maintained and issued in the event of an emergency that arises at a property or any other location that serves residents or employees.
  - Participates in Trauma Informed Care (TIC) initiatives, including training, workgroups, project assignments, etc., launched or implemented in order to achieve and/or maintain certification as a TIC organization.
  - Participates in initiatives such as trainings, workgroups, project assignments, etc., that create awareness

of or foster, cultivate, and preserve a culture of equity, diversity, and inclusion.

- Recognizes the significance of a data-driven organization and adheres to expanded policies and practices of data governance. Effectively collaborate with the various data roles as needed daily or in a project capacity.
- Leads, motivates, engages, and retains employees by establishing and modeling a culture of excellence and integrity, setting goals for performance, organizing workflow, monitoring productivity, and ensuring alignment across procedures.
- Other duties as assigned.



A bachelor's degree in Management, Business or Public Administration, Urban Studies, or a related field is required, plus at least fifteen (15) years of progressively responsible experience in the industry, with three (3) years at an executive level of administrative or operational oversight in housing and community development; a Master's degree is preferred. Affordable housing finance and development experience, knowledge of public sector regulations and practices, and experience in the real estate industry is a plus.

## THE IDEAL CANDIDATE

The Board is seeking a proven, professional leader of excellent reputation with the ability to provide clear direction to the agency to achieve its goals and objectives. An individual who is highly skilled in the technical aspects of the role while balancing the importance of connecting with a wide variety of diverse stakeholders is essential.

The ideal candidate will have exceptional leadership, management, and organizational skills and promote measures designed to increase organizational efficiency and effectiveness. Must have an open, collaborative management style, promote accountability, and set high standards of performance.

The selected candidate will build trust and rapport with various stakeholders, including the Board, staff, residents, community organizations, and partnering/regulatory agencies. A leader who supports staff and encourages professional development, training, and ideas is essential.

The President & CEO will have solid strategic and business planning abilities and sound financial and budgeting skills. Strong business acumen and management principles, including change management, project management, workforce development, conflict management, and negotiations are needed, along with working knowledge of best practices, benchmarking, and performance measures.

The ideal candidate must have exceptional interpersonal and communication skills. The ability to speak Spanish is a plus.

## COMPENSATION

The salary for the President & CEO is open and dependent upon qualifications. OHSA offers an attractive benefits package. Texas does not have a state income tax.

## TO APPLY

If interested in this outstanding opportunity, visit our website, [www.SRNsearch.com](http://www.SRNsearch.com), and apply online. The first review of resumes will begin on February 20, 2025; the position is open until filled. Resumes will be screened according to the qualifications outlined above. Screening interviews with the most qualified applicants will be conducted by S. Renée Narloch & Associates to determine a select group of finalist candidates who will be asked to provide references. References will be contacted only following candidate consent. Final interviews will be held with Opportunity Home San Antonio. Candidates will be advised of the status of the recruitment following the selection of the President & Chief Executive Officer. Questions regarding this recruitment may be directed to:

**S. Renée Narloch, President**

**S. Renée Narloch & Associates**

**[info@srnsearch.com](mailto:info@srnsearch.com) | 850.391.0000**

**[www.srnsearch.com](http://www.srnsearch.com)**

*Pursuant to Texas Open Records law, applications and resumes are subject to public disclosure. OHSA is an Equal Opportunity/ADA Employer.*

