



CHIEF FINANCIAL OFFICER



This is an excellent opportunity for an experienced professional to join a dedicated staff in managing the finances of the largest Indian Housing Authority in the nation.

JOIN THE NAVAJO NATION

Located in the four corners area of the American Southwest, the Navajo Housing Authority (NHA) is located within the Navajo Nation – a sprawling area the size of West Virginia. With over 300,000 tribal members, the Navajo Nation has a rich history and culture that include such legendary figures as the Navajo Code Talkers and iconic symbols like turquoise jewelry. The open expanses of this beautiful country offer access to world renowned national parks and sites of historical interest, such as Monument Valley and Canyon de Chelly.

Window Rock serves as the seat of government and capital of the Navajo Nation and has over 3,000 residents. A beautiful sandstone window formation serves as the backdrop to this town that swells to a daytime population of nearly 20,000. Unique amenities here include the Navajo Nation Museum, Zoological and Botanical Park, and Code Talkers World War II Memorial.

HELP EXECUTE AN IMPORTANT MISSION

Since 1963, NHA has been building sustainable, quality homes to house the underserved population of the Navajo Nation. A dedicated staff of 368 personnel work within six departments across 15 field offices to fulfill the organization's mission – these departments include: Grants Management, Construction Services,

Business and Contracting, Property and Supply, Human Resources, and Housing Management. Each year, NHA receives \$80 - \$90 million in federal grant funding as part of its annual budget, and to date it has spent over \$1 billion towards housing projects. NHA currently manages 8,500 housing units, plus an additional 2,000 units funded through sub-recipients.

The relatively new five-member Board of Commissioners serves as the legislative body for NHA under the oversight of the Resources Development Committee of the Navajo Nation Council. The organization's Guiding Principles are People Excellence, Pride in NHA and Dine' Traditional Values, Customer Service Excellence, Self-Sufficiency, Sustainable Housing and Community Stewardship, and Economic Growth and Financial Stability. The Board stands firmly behind these principles and the new CFO will be expected to be a champion of their successful execution.

THE POSITION

The new CFO will be expected to carry-out the following duties:

- » Direct and oversee staff, especially in the areas of Finance, Human Resources, Risk Management/Safety, Information Technology, and Procurement.
- » Ensure compliance with Federal/NAHASDA laws and regulations as they pertain to NHA programs and operations.



- » Administer and monitor budget items, expenditures, and fiscal progress reports for the CEO and Board of Commissioners.
- » Work with the CEO on organization-wide strategic planning and policy development.

Desirable traits include someone who has a tie to American Indian culture. An ability to understand and apply the history of the Navajo people will be a mark of success. A team player who is a good listener would likely be a best fit for the organization.

THE IDEAL CANDIDATE

NHA is seeking an expert in finance who can assist the CEO in modernizing the organization with the overarching goal of playing an influential role in improving the socioeconomic standing of the entire Navajo Nation. An insightful professional with a track record of sound judgement and decision-making would be best suited for the role in this unique and tight funding environment. A working knowledge of public housing and federal grant management is extremely desirable. Demonstrated experience in underwriting, tax incentives, creative financing, loans, and general banking is key, and a CPA designation is preferable.

EDUCATION AND EXPERIENCE QUALIFICATIONS

The ideal candidate will possess at least ten years of progressively responsible management experience. A Bachelor's degree in business, public administration, finance, accounting, or a related field is required with a Master's degree preferred.



MISSION STATEMENT

We are committed to building sustainable quality homes, promoting economic self-sufficiency and providing exemplary services through professionalism, leadership and respect.

Why you should join the Navajo Housing Authority team:

- » Enjoy a serene location near exceptional recreational and cultural sites
- » Serve under a Board that is committed to excellence and integrity
- » Engage in a fantastic opportunity to rebuild an organization and have far reaching impact for years to come



APPLICATION PROCEDURE

The position is open until filled with first review of resumes on **Friday, April 13, 2018**. To be considered for this exceptional opportunity, please submit an electronic version of your resume (including dates of employment plus staff and budgets managed), cover letter, and the names of six work-related references (two each current or former supervisors, direct reports, and colleagues) to:

<https://secure.cpshr.us/escandidate/JobDetail?ID=323>

For more information contact:



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CPS web site: www.cpshr.us/search

COMPETITIVE COMPENSATION AND BENEFITS

The annual salary range is **\$98,543 - \$128,106** which is supplemented by a comprehensive benefits program including:

Retirement: Dollar for dollar employer match to a 401(k) account based on years of service, ranging from 2% to 10%.

Health Insurance: Generous medical, dental, and vision insurance plans with a very low employee cost-share for premiums.

Time-Off: Nearly four weeks of vacation time annually with an accrual rate of six hours per bi-weekly pay period.

SELECTION PROCESS

Resumes will be screened in relation to the criteria outlined in this brochure. Candidates deemed to have the most relevant qualifications will be invited to interview with the consultant, following which, the most qualified candidates will be referred for interviews with NHA. It is anticipated that an appointment will be made following final interviews and the completion of comprehensive reference and background checks.

