

**The Clarkfield Housing and Redevelopment
Authority (CHRA)
currently has an opening for the job of
Executive Director.**

This is part-time/ up to 25 hours per week, management position responsible for all aspects of the safe, efficient and lawful operation of a Public Housing authority.

The CHRA, manages 33 units of affordable housing at Valhalla Apartments in Clarkfield, MN. The Executive Director is responsible for oversight and direction of: Board reporting and organization; financial management and reporting; tenant information, relations and contract compliance; maintenance program; staff supervision; development of required plans; reports and analyses. A degree in a related field such as business management, accounting or public administration; Demonstrated ability to effectively communicate verbally and in writing form; Valid Minnesota State Driver's License; Successfully pass a criminal background check. Compensation for this position will be based on qualification and experience.

Please mail your letter of interest, resume, and three (3) professional references on or before
January 15, 2018 to Pat Nikolaisen,
2275 Hwy 59, Clarkfield, MN 56223
or email to clarkfieldmnhra@gmail.com.
CHRA is an equal opportunity employer.