

## **Affordable Housing - Compliance Program Manager**

*Work, Grow, and Make a Difference*

### **AFFORDABLE HOUSING CONNECTIONS**

AHC is a unique non-profit organization that provides affordable housing compliance monitoring and training for government agencies, property owners, developers and managers. As Minnesota's premier independent compliance agency for 30 years, our mission is to help ensure the continuing availability of affordable housing by providing great service, value, and integrity to program stakeholders.

### **THE POSITION**

We're looking for a FT Compliance Program Manager who is eager to work in a dynamic, growing organization and to help affordable housing owners and managers by leading a team of expert compliance monitoring staff. At least 7 years of LIHTC or HOME program compliance experience is required, as is being detail-oriented, a fast learner, and flexible. The Best Qualified candidate will have a bachelor's degree, have documented recent compliance training and/or up to date national compliance credentials, have been in a supervisory compliance role at least 3 years, be able to work within the legal constraints of the MN Data Practices Act. Expert knowledge of HUD Handbook 4350.1, Chapter 5 as applied to LIHTC/HOME household eligibility and the ability to work independently while interacting and coordinating well with colleagues and clients are essential to success in this position. Applicant will participate in on-site monitoring, so it will be helpful to have a current driver's license and have access to an insured vehicle as well as to be able to lift at least 20 pounds (equipment, files, etc.).

### **WHY APPLY? AHC offers:**

- Competitive pay and benefits
- Opportunities for professional growth
- Flexible hours (some remote work possible)
- The chance to make a difference in the affordable housing community/field

### **LOCATION**

AHC is in Saint Paul's historic and vibrant Cathedral Hill neighborhood, near I-94 and Dale with easy access to highways and both downtowns. AHC's offices and training center are in the historic Blair Arcade, which offers free parking and has a coffee shop/café, spas, salons and other services within the building.

**Interested? Please send cover letter, resume, and job application to [jessica@ahcinc.net](mailto:jessica@ahcinc.net)**

**Job application can be found on our website [www.ahcinc.net](http://www.ahcinc.net)**