

Position Profile

Housing Director, Department of Planning & Economic Development

The City of Saint Paul, Minnesota is seeking an experienced Housing Director for the Department of Planning & Economic Development. Reporting to the Department Director, this position provides overall management for a team of professionals working to ensure access to quality housing for all Saint Paul residents. The Housing Division finances multifamily and single-family housing construction and renovations, implements redevelopment projects with a mix of uses, provides foreclosure prevention counseling and rental assistance, supports homeless prevention and shelter services, and informs housing policy decisions.



The City We Serve

Saint Paul, the head of navigation of the great Mississippi River and Minnesota's Capital City, is a city of neighborhoods. Like a network of urban villages, our neighborhoods are strong and stable, each with its own unique offerings, texture of historic interest, cultural landmarks, and racial and ethnic diversity. This is why people lucky enough to live here feel a remarkable sense of belonging, a sense of place.

Our population has just exceeded 300,000, and we are home to just over 179,000 jobs. Saint Paul is at the heart of the 3.8 million-person Minneapolis-Saint Paul metropolitan area. More than 80 languages are spoken in the homes of Saint Paul school students, with the four most used languages being English, Spanish, Hmong and Somali. We seek to strengthen our innate assets by meaningfully engaging our diverse residents and businesses to build a city that is vibrant, cosmopolitan and welcoming, and to maximize our unique potential to be a compelling force in the global economy.

Saint Paul has a thriving commercial center and is home to Fortune 500 company headquarters, large regional enterprises, and countless small businesses and professional firms. We play a key role in the fortunes of the dynamic Minneapolis-Saint Paul metro area. Large-scale, visionary transit projects, like the Green Line light rail transit, are linking the East Metro with the metro core in a way that integrates neighborhood interests.

Saint Paul comprises 52 square miles of land and within that area boasts 61 miles of main line railway, 26 miles of Mississippi River waterway, 17.9 miles of interstate highway. The Saint Paul downtown airport has 133,700 annual takeoffs and landings, providing a convenient location for business and personal jets, augmenting the commercial and freight air service at the Minneapolis-Saint Paul regional airport eight miles south of the downtown core. This connected urban setting offers ample opportunities for recreation, business investment and active urban living.

Just as clearly, as we are the seat of government for Minnesota and Ramsey County, Saint Paul is undoubtedly the state's historical and cultural heart. Saint Paul is home to the National Hockey League's Minnesota Wild, the Minnesota Twins affiliated Saint Paul Saints minor league baseball team, Major League Soccer's Minnesota United, the nationally renowned Ordway and Penumbra Theatres, and the Palace Theater, a downtown vaudeville theater turned music venue. Our family-friendly downtown also offers both the Science Museum of Minnesota and the Minnesota Children's Museum. Eleven colleges and universities within Saint Paul complement high-quality public and private elementary and secondary schools. Art galleries flourish both in Lowertown and in neighborhoods throughout the city. A strong historic preservation ethic has ensured that significant buildings, views, and public spaces continue to inspire those who live here.

Housing Needs and Response - Saint Paul's housing crisis

Saint Paul has been in the midst of a growing housing crisis for over a decade. The lack of affordable housing is leaving many of our lowest-income residents' cost-burdened with few housing options, vulnerable to housing instability and homelessness.

From 2000 to 2016:

- The number of renters in Saint Paul increased 12%.
- Median rents increased 15%.
- Wages remained stagnant – household incomes have not kept up

The affordability gap is most pronounced for our lowest-income residents:

- 39% of Saint Paul renters are extremely low-income (meaning incomes at or below 30% of AMI), representing 22,335 households.
- There are only 11,560 rental units at this income level, leaving a gap of nearly 11,000 units

These gaps disproportionately impact BIPOC residents in our community:

- 83% of Black households rent, compared to 41% of white households
- Over half of Black and Asian renters have incomes at or below 30% AMI
- In the Twin Cities, 75% of white households own their home; just 25% of Black households own their home.

Saint Paul's Housing Strategy

In response to the ongoing housing crisis, Saint Paul has developed a strategy to produce, preserve and protect housing for Saint Paul residents. This housing strategy was funded by the creation of a Housing Trust Fund in 2019 with a \$10 million initial investment and annual contributions of \$2 million. Components of the housing strategy include:

- Increasing supply
- Investing in existing supply
- Exploring innovative approaches
- Building wealth
- Promoting fair access

Outcomes to date

We have already begun to take steps toward implementing this housing strategy with our current investment levels – and they are generating positive results.

- Preserving 800 affordable housing units in 2020 through the City's **4D Affordable Housing Incentive Fund**
- Funding the **Families First Housing Pilot** program to provide rent assistance for families with young children in Saint Paul Public Schools
- Supporting 63 homeowners in 2020 by addressing property condition concerns through the City's **Homeowner Rehab Programs**

30% AMI Fund

To advance an important priority of Saint Paul's existing housing strategy, a recently announced 30% AMI Fund will invest \$75 million of American Rescue Plan funds (in coordination with Ramsey County) toward increasing housing supply of deeply affordable housing, including permanent supportive housing. This investment will reduce housing instability and homelessness for our most vulnerable residents.

The Ideal Candidate

The City of Saint Paul is seeking a talented, innovative professional who understands both the challenges and the unique rewards of public service. While the expectations are high, and the demands will be significant, our new Housing Director will be joining a team of skilled professionals who are excited about the future, committed to public service, and looking forward to building on the momentum in Saint Paul.

The Housing Director will serve as the City's chief housing policy expert and implementation manager, overseeing a staff of 15-20 professionals working in housing policy, single family and multifamily housing preservation and production, housing finance, foreclosure prevention counseling and homelessness prevention. As a member of PED's (Planning and Economic Development) Leadership Team, the Housing Director will work closely with the department Director, Deputy Director, and the Directors of the Planning Division and Economic Development Division, as well as leadership from other departments, City Council and the Mayor's Office.

A Knowledgeable and Adept Professional

The ideal candidate will be a visionary housing professional with practical experience in affordable housing finance, development and policy who can point to demonstrated outcomes. Qualities we seek in the ideal candidate:

- Demonstrated savvy with complex real estate and financial deals involving private and public sources, as well as with creating financing models and mechanisms to achieve ambitious affordable housing production goals
- Experience with the full spectrum of housing policy and development including both multifamily and single family as well as homeownership and rental housing
- Demonstrated knowledge of the policy and potential around alternative affordable housing solutions such as Accessory Dwelling Units, modular construction, tiny houses, Single Room Occupancy regulations, community land trusts, preservation of Naturally Occurring Affordable Housing (NOAH), energy efficiency strategies, etc.
- A demonstrated ability to negotiate effectively on behalf of the public interest
- An accomplished and compelling public speaker and communicator
- A strategic thinker
- Experience with the public sector and a demonstrated ability to effectively navigate the political arena and engage multiple stakeholders
- A knowledge of partnerships needed to accomplish a comprehensive, citywide housing strategy
- A vision for fair, affordable, and stable housing and community wealth building in Saint Paul

A Leader

An effective director will recognize staff's skills and abilities, support their professional development and effective teamwork through guidance and mentorship, and inspire the team to excel in advancing the housing work program as part of the department's mission. As a leader, the Director will determine Housing Division priorities, including project timelines and staff assignments. The Director should have experience effectively recruiting and retaining a diverse, talented staff.

An Innovator

Saint Paul embraces innovation and seeks a leader comfortable with directing innovation and change. Our Housing Director should be able to creatively address housing policy and implement new financing tools.

Knowledgeable about Saint Paul's assets

The ideal candidate will understand Saint Paul's unique strengths as an urban core city with a strong public realm, distinct neighborhoods, State capital, educational and cultural center, and as home to multi-generational Saint Paul families as well as more recent arrivals from other parts of the U.S. and around the

globe. Saint Paul's Housing Director will build on those assets and should have experience working in a diverse urban context.

An Effective Partner

The Housing Director and staff work closely with Minnesota Housing, Ramsey County, the Metropolitan Council, the Saint Paul Departments of Safety and Inspections and Human Rights and Equal Economic Opportunity, the Saint Paul Public Housing Agency, regional partners including the Fair Housing Implementation Committee, philanthropic community, non-profit and for-profit housing developers, neighborhood District Councils, and residents. The Housing Director needs to be an effective partner and collaborator.

Culturally competent and politically savvy

The ideal candidate will have demonstrated success in navigating intercultural relationships and working effectively with diverse populations and perspectives. Must have the ability to mentor and guide staff in cultural intelligence and in working within a diverse, urban community. Multilingual abilities are an asset to this position. With intensive work with communities and elected officials, the Housing Director must have political skills to manage complex power relationships.

Committed to equity

The planning, housing and development/economic development professions in the United States have historically played an instrumental role in establishing racist structures that now perpetuate racial inequity. Land use policies and redevelopment activities created exclusionary neighborhoods and formed barriers to resources and opportunities for people of color in Saint Paul and throughout the country. PED today is committed to doing our part to dismantle systems of racism and to develop planning, housing and economic development solutions leading to a much more equitable Saint Paul. The Housing Director assists in constantly examining our programs, policies, and budget to ensure that they reflect this commitment.

Requirements

The successful candidate will have:

- A Bachelor's Degree in Housing, Urban Planning, Economics, Finance, Real Estate, Public Administration, Business Administration, or a closely related field.
- Five years of responsible administrative experience directing urban planning, housing development, economic development, or financial management.
- Two years of the five years of experience must have been in a supervisory position.
- A Master's Degree in Urban Planning, Economics, Finance, Real Estate, Marketing, Public Administration, Business Administration, Management, or a closely related field is preferred. (No substitution for education).

Compensation and Benefits

Starting salary is negotiable based on experience and qualifications. The upper end of the salary range for this position is \$147,721.60. The City of Saint Paul has an outstanding benefits package, including:

- Medical Insurance: Premium fully paid for employee, significant contribution for family coverage.
- Dental Insurance: Available for single, or family coverage.
- Vision: Available for single, or family coverage.
- Life Insurance: Premium fully paid for employee, coverage equaling 1½ times employee's annual salary

- Short and Long-Term Disability Insurance: Premium fully paid for individual employees.
- Pension: City contribution to MN Public Employee Retirement Association.
- Deferred Compensation: Access to deferred compensation program (similar to a 401k) with employer match
- Vacation: Accrued at 17 - 29 days per year, based on years of service
- Other Leave: 11 paid holidays and 6 days of personal leave per year

Application Process

To be considered for this exceptional career opportunity, please visit the City of Saint Paul's [Jobs Opening Page](#) to submit your resume and cover letter.

Resumes will be reviewed as they are received, and interviews will be conducted on a rolling basis until the position is filled.

For questions, please contact Pa Lee, Human Resources Consultant
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The City of Saint Paul is an affirmative action employer and has a commitment to diversity in its workforce. We encourage applications from all individuals including persons with disabilities, persons of color, LGBT, and women.

To learn more about why Saint Paul is a great place to live, work and play, visit stpaul.gov or visitsaintpaul.com.