



## **Position Profile**

### **Executive Director**

### **Consortium of Housing and Asset Management**

The Consortium of Housing and Asset Management seeks a high-energy, committed, and entrepreneurial executive with strong roots in the multifamily asset management field to serve as its next Executive Director. The Executive Director will lead CHAM into its next phase of growth, serve as a champion for CHAM's programmatic priorities, and effectively steward CHAM's financial health.

#### **About the Consortium for Housing and Asset Management**

CHAM was founded in 1995 by NeighborWorks America, Enterprise Community Partners, and Local Initiatives Support Corporation to support organizations in their long-term ownership of affordable housing. CHAM's mission is "to provide professional asset management training, industry leadership and high-impact programs that support a community of practitioners to ensure the resiliency, long-term sustainability and preservation of affordable housing." We focus on three key groups who are the ultimate beneficiaries of our work: professional staff responsible for asset management; affordable housing organizations; and the individuals who reside in both affordable housing and the communities where they are located.

Through our trainings and partnerships, CHAM empowers asset management professionals and affordable housing organizations with the technical, strategic, and leadership capacity needed to effectively steward multifamily properties and portfolios. CHAM owns Asset Management Specialist and Certified Housing Asset Manager programs, ensures access to and delivery of the courses required to earn these designations, and hires and trains instructors and facilitators with the necessary subject matter expertise. We succeed in our work through close working relationships with our training delivery partners NeighborWorks America and HAI Group.

Beyond certifications, CHAM plays a critical role as a hub and convener for the asset management industry. We engage the asset management industry through:

- A long-standing annual conference that brings together hundreds of asset management professionals and affordable housing executives from across the country. In 2025, more than 600 people attended CHAM's three-day conference, which drew more than 70 sponsoring organizations. A volunteer committee comprised of asset management professionals shapes and informs content for plenaries and workshops.
- Cultivation of a vibrant network of professionals who engage in collaboration, innovation, and knowledge sharing, to further the asset management field. Among other support, CHAM offers a free online resource center and publishes a newsletter with research, templates and tools, and a job board.

CHAM's two-person staff includes an Executive Director and a Program & Marketing Manager. CHAM also has working relationships with several consultants who provide subject matter expertise and key administrative services to support the organization. Julia Pierson, CHAM's Executive Director, will retire in

Spring 2026 after 6 years of successful leadership and 3 years in support roles to CHAM through her prior tenure at NeighborWorks America.

CHAM recently grew its board to 11 highly respected professionals with experience in affordable housing development, asset management, and affordable housing finance. CHAM's FY25-26 operating budget is approximately \$1.2 million, with revenue primarily comprised of conference sponsorships, conference registration fees, and course registration fees. CHAM also receives grant support and membership dues from founding organizations and other entities. CHAM has thoughtfully balanced a desire to grow with sound fiscal management. We currently have both an operating reserve and a fund to support ongoing investment in curriculum and content development.

To learn more about CHAM, please visit [our website](#).

## Major Responsibilities

The Executive Director will report to the CHAM Board of Directors and is responsible for successful leadership and management of the organization. Major responsibilities include:

- *Strategic Leadership*: Leads overall organizational strategy; oversees strategic planning, governance, risk management, and succession planning. In its 2024-2027 Strategic Plan, CHAM established the following four priorities:
  1. Optimize Board structure and board governance to align with our strategic direction
  2. Ensure long-term financial sustainability
  3. Advance impact through strategic program expansion
  4. Amplify CHAM's value proposition and expand our customer base
- *Program & Training Oversight*: Provides leadership and direction to program development and delivery to ensure alignment with the industry's needs. An early responsibility of the incoming Executive Director will be to oversee the refresh of the certificate curriculum and to hire a Program Director to advance CHAM's program and training goals.
- *Conference & Events*: Holds ultimate responsibility for an annual conference; leads conference planning team; oversees and implements conference sponsorship strategy and external engagement at the event.
- *Partnerships & External Relations*: Builds and maintains strategic partnerships that support CHAM's priorities and builds community; negotiates contracts and licensing; represents CHAM externally.
- *Resource Development & Corporate Sponsorship*: Leads all fundraising activities including sponsorships, memberships, and grants; directs sponsorship campaigns.
- *Administration & Finance*: Oversees entire financial operations, human resources, risk management, contracts, technology systems, compliance, and organizational insurance. Manages the contractors that provide finance, legal and contract support to CHAM. Ensures protection of intellectual property.
- *Team & Volunteer Leadership*: Hires and supervises staff; staffs the Board of Directors and leads committees; manages volunteers.
- *Innovation & Development*: Leads organizational development, sustainability strategy, and innovation across all functional areas.

## **The Executive Director Position**

While the next Executive Director will bring a variety of experience, skills, and attributes to the role, successful candidates will have a high degree of alignment with the following characteristics:

### **Skills and Experience**

- 5-7 years senior leadership experience that encompasses direct staff oversight, holding budgetary responsibility, and experience working with a Board of Directors
- Strategic thinker who can grow initiatives
- Working knowledge of multifamily affordable housing and asset management
- Ability to serve as an effective ambassador for CHAM across multiple audiences (e.g. corporate sponsors, potential partners, end users)
- Resource development and/or business development experience, demonstrated ability to proactively build relationships that lead to revenue generation
- Experience in adult learning and training, and familiarity with CHAM's trainings and/or conferences preferred
- Track record of fiscal oversight (preferred - high degree of comfort running a small enterprise, including tapping into consultants and subject matter experts in specific functional areas)

### **Qualities and Attributes**

- Ability to effectively mobilize and manage individuals and groups, including a Board of Directors, contractors and consultants, key program delivery partners, and a conference planning committee
- Ability to balance big-picture thinking with operational execution in partnership with a small team
- Resourceful; a self-starter who can seek out answers
- Strong listener who can channel trends in the field into CHAM content and resources
- Commitment to the importance of training and education to build the capacity of the sector

This is a remote position. Some travel will be required to attend relevant industry conferences and events, an annual board retreat, periodic staff meetings, partnership/relationship building, and CHAM's annual conference.

## **Application Process**

The salary range for this position is \$165,000-\$180,000 annually, subject to withholdings and deductions. CHAM's Board of Directors will tailor an actual offer based on the selected candidate's experience, industry knowledge, skills, and other factors that may prove relevant during the interview process. CHAM offers a comprehensive benefits package including health insurance, dental insurance, paid time off and holidays, home office reimbursement, and a SIMPLE IRA retirement plan with employer contribution.

**CHAM is an Equal Opportunity Employer.** We value a diverse workforce and strive to create an inclusive culture. CHAM encourages and considers applications from all qualified individuals without regard to race, color, religion, gender, sexual orientation, gender identity or expression, age, national origin, marital status, disability, veteran status, or any other characteristic protected by applicable law.

To apply, please submit a resume and cover letter to [HR@chamonline.org](mailto:HR@chamonline.org). This email address will be monitored by Peggy Sand with Creative Consultants, and Jill Fioravanti with ConCura Coaching, Facilitation and Consulting, the consultant team engaged to support CHAM on this search. This email address can also be used for all other inquiries or to nominate a candidate. No other application materials will be reviewed at this time. Resume review begins immediately.

*11-12-25*