



Executive Director Indiana Affordable Housing Council (IAHC)

Position Overview:

The Executive Director is the chief executive officer of the Indiana Affordable Housing Council (IAHC) and is responsible for providing strategic leadership, managing day-to-day operations, and advancing the organization's mission to expand affordable and workforce housing in Indiana. The Executive Director reports to the Board of Directors and will act as the point of contact for IAHC members, vendors, contractors, agencies, developers, lenders, investors, and/or volunteers. Primary objectives of this role include advocacy and fundraising that lead to sound public policies, stakeholder education, and enhanced collaboration within the affordable housing community.

Key Responsibilities:

Strategic Leadership and Vision

- Develop and execute strategic plan in partnership with the Board of Directors.
- Serve as a leading voice for affordable and workforce housing policy at the local, state, and federal levels.
- Represent IAHC publicly through meetings, conferences, media engagements, and partnerships.

Policy Advocacy and Government Relations

- Lobbyist engagement and management
- Advance lobbying and advocacy efforts that influence housing-related legislation and regulation.
- Develop and maintain relationships with policymakers, government agencies (e.g., IHCD), community organizations, and other stakeholders.
- Analyze and communicate policy developments to, and solicit feedback from, the Board of Directors and IAHC members & partners.

Organizational Management

- Manage organizational operations, including scheduling, budgeting, fundraising, and program development.



- Lead membership engagement, recruitment, and retention initiatives.
- Attend Board of Directors meetings and all committee meetings.
- Create and maintain policy & procedures manuals and guidelines.
- Maintain compliance with applicable laws, regulations, and best practices in nonprofit management.

Financial Stewardship

- Develop and coordinate the annual budget and financial plans in conjunction with the Finance committee.
- Ensure diversified revenue streams including membership dues, sponsorships, grants, and event revenues.
- Provide regular financial updates and reports to the Board of Directors.

Program and Event Management

- Plan and manage the execution of annual conferences, training sessions, webinars, and other educational events.
- Identify and respond to professional development needs of IAHC members.
- Lead special initiatives that align with the IAHC's strategic goals.

Board Relations

- Attend all Board meetings in person, coordinating meeting preparation and leading the agenda.
- Support Board operations including meetings, governance, and strategic planning.
- Serve as a liaison between Board members and external parties.
- Ensure timely and effective communication to the Board regarding organizational activities, challenges, and successes.
- Other duties, as assigned by the Board of Directors.

Qualifications:

Required:

- Bachelor's degree in public policy, public administration, nonprofit management, business, urban planning, law, or related field.



- Minimum 10 years of leadership experience in affordable housing, nonprofit management, public policy, and/or advocacy, with a strong preference for direct experience with Low-Income Housing Tax Credits.
- Indiana resident.
- Strong understanding of affordable housing finance, development, and policy issues.
- Demonstrated success in strategic planning, fundraising, and membership growth.
- Excellent written, oral, and interpersonal communication skills.
- Proven ability to work collaboratively with diverse stakeholders, including policymakers, industry leaders, and community advocates.
- Valid driver's license.

Preferred:

- Direct experience with Low-Income Housing Tax Credits.
- Familiarity with Indiana housing policy landscape, state government, and key industry players.
- Experience working with a membership-based organization.
- Background in legislative advocacy or government affairs.
- Located in central Indiana.

Working Conditions:

- Part-time, contract position.
- Coordinate with association management company.
- Occasional evening and weekend work required.
- Some in-state and national travel expected.

Compensation:

- Salary commensurate with experience.

To Apply:

Please send resume and cover letter to info@inahc.org.