

## **#24-120 EXECUTIVE DIRECTOR** ***ADMIN/CCHDC, Full Time, Oahu***

Under the general direction of the President & CEO, the Catholic Charities Housing Development Corporation (CCHDC) Executive Director shall serve as the Executive Director of the corporation and its affiliates, having responsibility for and authority to manage the corporation's affairs, execute contracts, oversee the financial accounts and direct staff and/or consultant activities. Key objectives for the Executive Director include inspirational leadership, expand the network of the organization's clients, communities, and stakeholders, and increasing visibility of the organization. CCHDC seen as the number one choice of affordable housing developers. The Executive Director must demonstrate an active commitment to Catholic Charities Hawai'i's Mission and strive to incorporate the four Core Values in all aspects of daily work.

**EDUCATIONAL & WORK REQUIREMENTS:** Bachelors in Business Administration or related field from an accredited institution plus ten (10) years of progressive experience in a leadership and management role.

**EMPLOYMENT CLEARANCE REQUIREMENTS:** Credit Check, HI State Criminal Check, Driver's License, No-Fault Insurance Card, Access to Insured Vehicle, Education Verification

**COMPENSATION:** \$150,000.00 - \$170,000.00

**DEADLINE TO APPLY: October 28, 2024**

*Catholic Charities is an Equal Employment Opportunity Employer  
For more information about this and other positions, check out our website at  
<https://www.catholiccharitieshawaii.org/careers/>*