

**THE CITY OF SALISBURY**  
HUMAN RESOURCES DEPARTMENT  
City Office Building  
132 North Main Street, 2<sup>nd</sup> Floor  
P. O. Box 479  
Salisbury, NC 28145-0479



## EMPLOYMENT OPPORTUNITIES

### Housing Planner

*Your Career, Your Community*

As a Housing Planner in the City of Salisbury, you can make a difference! The City is seeking motivated candidates who will be responsible for managing programs related to the creation and preservation of affordable housing, and for services and programs benefitting low to moderate income persons. The City of Salisbury is a HUD CDBG entitlement community, and receives HOME funding through involvement in the Cabarrus, Rowan, and Iredell consortium. Main duties include but are not limited to: taking the lead in preparing the City's 5-Year Consolidated Plan, Annual Action Plans, and CAPER reports; working in close coordination with the Salisbury Community Development Corporation and other public service sub-recipients to ensure compliance with HUD regulations; identifying, assessing, and overseeing the feasibility of local involvement in new affordable housing opportunities or programs; acting as liaison to the Housing Advocacy Commission; maintaining and disseminating information related to the housing market conditions; and coordinating with community organizations working on issues related to homelessness, supportive services, and Fair Housing

**We offer a rich benefit plan (Health Insurance - city contribution to Health Savings Plan, Dental, Onsite Wellness Clinic, 13 Paid Holidays, One day of Sick Leave accrued per month, One Annual day accrued per month, Employer Contribution to the NC State Retirement Plan and City Contribution to 401(k) plan, and more).**

Join the City of Salisbury for a rich benefit plan and the opportunity to work with a team that aims to exemplify the City's values by showing purpose, passion and priority.

#### Minimum Requirements:

- Bachelor's degree with five years of experience in lending, development financing, federal funding administration, planning and/or affordable housing programs, or equivalent combination of education and experience
- Must have a valid NC Driver's License
- Strong oral and written communication skills

**Closing Date: Open until filled**

**Hiring Range: \$44,552.84 - \$57,918.68 (DOE)**

**\$2,000.00 sign-on bonus to be paid as a lump sum after completion of 90 days.**

For questions, please call: (704) 638-5217

The City of Salisbury prohibits discrimination on the basis of race, color, national origin, sex, veteran status, sexual orientation, religion, age or disability in employment or the provision of services.

The City of Salisbury is a Drug Free Workplace