

THIS IS AN EQUAL EMPLOYMENT OPPORTUNITY -M/F/D/V

We Are HIRING

ST. CLAIR COUNTY
HOUSING AUTHORITY



Administrative Director

Exciting news! We're hiring and looking for talented individuals to join our team.

- Bachelor's Degree in Business or Public Administration or other related field as determined by SCCHA is preferred. At the sole discretion of SCCHA, additional related work experience may be accepted in lieu of formal education.
- Minimum of 10 years of related work experience. Prior work experience in public housing or federally assisted housing industry preferred.
- Strong communication skills, both in written form and interpersonal skills
- Skilled in building high-performing teams by fostering collaboration, leveraging HR expertise, and cultivating a culture of continuous learning and growth
- Proficient in human resources management and adept at utilizing various computer applications to enhance productivity and efficiency.
- This position offers 37.5 hours of work per week, and benefit packages .

Starting Salary - \$60,000- \$62,000/annually

SUBMIT YOUR RESUME AND APPLICATION TO:

shanaeg@sccha.org

Applications and Job Description, including specific requirements and qualifications, for this position are available upon request by contacting:

Shanae Golliday-Anderson, Administrative Director

St. Clair County Housing Authority

1790 South 74th Street

Belleville, Illinois 62223

Phone: (618) – 277-3290, extension 6980

Deadline to apply is Friday, May 30, 2025

Posted: 6/3/2025