



Peninsula Housing Authority External Posting of Available Job

Position:	<u>.75 FTE FSS Housing Specialist - .25 FTE Resident Services Coordinator</u>	Posting Date:	05/07/2026
Starting Wage:	\$21.31/hour to \$25.90/hour	Job Hours & Status	<u>40 Hours/week</u> 1.0 FTE
This is a Union position, subject to rules, obligations, and benefits under the Collective Bargaining Agreement with Teamsters Local No. 589			
Scope of Work:	<p>This is a Full-time split position.</p> <p><u>.75 FTE as FSS Housing Specialist</u> reports to and works at the direction of the Director of Rental Assistance. This position is responsible for the day-to-day operations associated with rental assistance programs managed by the Housing Authority with an emphasis on planning, developing, implementing, maintaining, evaluating and overseeing programs designed to increase the economic self-sufficiency of low-income families and thereby reduce their need for subsidized programs and services. Interprets applicable state and federal regulations regarding occupancy and eligibility issues and insures compliance with Fair Housing Laws. Responsible for a caseload of participants and completely manages their caseload, from eligibility and scheduling appointments to authorizing housing assistance payments.</p> <p><u>.25 FTE as Resident Services Coordinator</u> reports to the on-site Property Manager and provides human services support for individuals and public housing communities. Develops, secures funding, ensures confidentiality and manages the program. Centralizes resident information for providers' efficiency. Works with residents to coordinate receipt of social services to continue their independence in living. Participates as an integral member of the Housing Operations team to facilitate the Housing Authority's mission.</p>		
Minimum Qualifications:	See attached for position details and application		
If you are interested in applying for this position, please complete an application and return to Annette Crawford at acrawford@peninsulapha.org		Position is open until filled.	
A structured interview and test will be part of the selection process.			