



JOB VACANCY

Position: Policy and Program Coordinator – Nashville

Tennessee Housing Development Agency (THDA) is a community leader with a vision to ensure that every Tennessean lives in a safe, sound and affordable home in a sustainable community. THDA is a governmental subsidiary of the State of Tennessee. THDA seeks to recruit, retain and develop a diverse workforce. THDA is firmly committed to the principle of fair and equal employment opportunities and strives to protect the rights and opportunities of all people to seek, obtain and hold employment without being subjected to illegal discrimination, harassment and retaliation in the workplace.

THDA is recruiting a Policy and Program Coordinator in the Housing Choice Voucher (HCV) Program. The Housing Choice Voucher (HCV) or "Voucher" program is a federal rental assistance program funded through the Department of Housing and Urban Development (HUD) where very low-income individuals, families, the elderly and the disabled receive assistance to afford decent, safe and sanitary housing in the private market. As the leading state housing agency, THDA administers the Housing Choice Voucher program in 72 Tennessee counties.

The Policy and Program Coordinator position will support special projects, grants, and initiatives to enhance program operations, tenant services, and regulatory compliance. The ideal candidate will have at least two years of experience in providing low-income housing assistance or similar housing-related activities. Four or more years of experience preferred. High school diploma or equivalent GED required; bachelor's degree is preferred. This position is based out of the Nashville.

Please visit our Careers page at www.thda.org/careers. The application must be complete, and resume attached for consideration.

APPLICATION DEADLINE IS THURSDAY, MARCH 27, 2025 AT 11:59PM

EQUAL OPPORTUNITY/EQUAL ACCESS/AFFIRMATIVE ACTION EMPLOYER

BENEFITS: THDA offers an excellent benefits package: medical, dental, vision, and life insurance options; disability insurance; retirement plans; flexible benefit pre-tax accounts for medical, dependent care, transportation, and parking; annual leave and sick leave that begin accruing after the first month of employment; and 12 paid holidays per year. We also offer work-life balance opportunities through alternative work schedules, flexible schedules, and telecommuting.