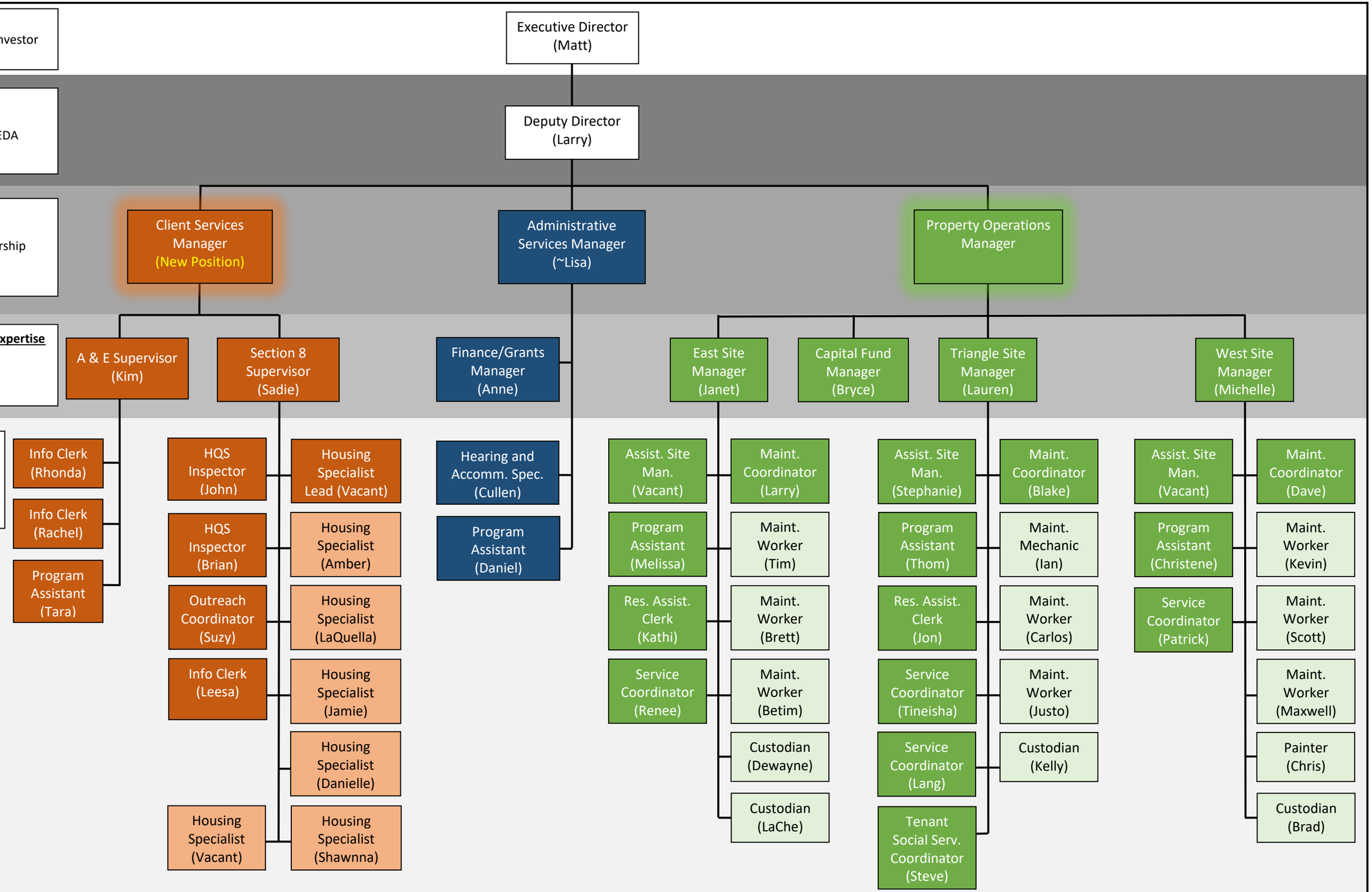
**CDA Leadership**
Board/PCED/intergovernmental/investor relationships

**CDA Leadership**
Mission/Vision/Values; internal coordination/direction; HUD/WHEDA relationships

**Program Management**
Program creation, evaluation, and monitoring; programmatic partnership building; systems creation and maintenance

**Supervisory & Financial/Project Expertise**
Frontline staff supervision; work assignments; complaint response; financial/project expertise

**Frontline Work**
Applicant, participant, tenant interaction and outreach; property operations; and administrative functions




Future Considerations:

- Complete career ladder for HQS Inspectors, create lead worker
- Create lead worker for Service Coordinators across sites
- Administrative Service Section will grow in staff, complexity of work, and responsibilities as Public Housing is repositioned to Section 8 program

Draft: 5/31/2023