

# HEART RIVER HOUSING

OPPORTUNITY PROFILE | Chief Administrative Officer



**Heart River Housing** (HRH) provides and promotes housing options that are affordable, healthy, safe, and independent living to improve the quality of life in our communities.

[www.heartriverhousing.ca](http://www.heartriverhousing.ca)

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## ABOUT OUR ORGANIZATION

We continue to strive to meet the affordable non-market housing needs with a multitude of housing programs. Our organization has an open and proactive Board, and knowledgeable and professional staff who continue to strive to meet the housing needs of residents of the northwest region of Alberta.

HRH is a management body run by a board representing 11 municipalities, the Towns of Fox Creek, Valleyview, McLennan, Falher, High Prairie, the Villages of Donnelly and Girouxville, the Municipal Districts of Greenview and Smoky River, and the Counties of Big Lakes and Northern Sunrise.

HRH provides housing support to low and modest-income seniors, individuals, and families through the operation of the following programs:

- 212 senior lodge units with facilities within High Prairie, Falher, and Valleyview.
- 256 subsidized family and senior apartments in 13 communities.
- 63 affordable housing units with options of lease to purchase or below market rental in 7 communities.
- Approximately 150 units of Rent Assistance Program in 13 communities.
- Corporate Services for 261 units for the Lesser Slave Lake Regional Housing Authority.

HRH is a resilient and viable organization within the housing industry. We will continue building our strong team from within, encouraging them to expand and develop new skills. As we continue to do this, we then can offer our services, not only to clients in need, but to other organizations and management groups within the region.

### Vision

To improve the quality of life, Heart River Housing provides and promotes affordable, healthy, safe, independent living in our communities.

### Mission

Heart River Housing strives to provide affordable housing options in our communities.

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## THE OPPORTUNITY

The Chief Administrative Officer (CAO) reports to the Board of Directors and is responsible for the effective operations of Heart River Housing. In conjunction with the Board, the CAO establishes the strategic direction of the organization and is chiefly responsible for the organization's consistent achievement of its vision, mission, and objectives. The Chief Administrative Officer is also responsible for Board support, leadership, stakeholder relationships, and general administrative duties.

The Chief Administrative Officer is responsible for providing leadership and overall direction in the planning (strategic, operational, and capital), development, and implementation of processes, programs, and services to support the mission and strategic directives of the Board.

Other key responsibilities include program development and administration, allowing for the optimal use of organizational finances, staff, and resources. This individual will also provide financial leadership by managing budgets and monitoring long-term strategic fiscal plans.

**Applications will be accepted until  
4:00pm on Monday, January 20, 2025.**

**For any questions, please contact Lindsay Pratt, CAO, at  
[lindsay@heartriverhousing.ca](mailto:lindsay@heartriverhousing.ca) or 780-523-5282.**

**To submit an application, please contact Myrna Lanctot, Heart  
River Housing Board Chair, at [mylanctot@gmail.com](mailto:mylanctot@gmail.com).**