

**Housing Authority of the City of Alameda  
Schedule of Authorized Positions  
FY 2023/24**

Department/Position Title	2022-2023 approved	Proposed change	Year on Year
	FTE 2022-2023	FTE 2023 - 2024	Difference
<b>Executive Department</b>			
Executive Director	1.00	1.00	
Deputy Executive Director/Chief Administrative Officer	1.00	1.00	
Executive Assistant	1.00	1.00	
Director of Data and Policy (See Note D)	0.00	1.00	
Principal Management Analyst	1.00	1.00	
Management Analyst (Data and Policy) (See Note E)	1.00	2.00	
Sub-Total	5.00	7.00	2.00
<b>Administration Department</b>			
Director of Administrative Services	1.00	1.00	
Assistant Director of Administrative Services (See Note D)	0.00	1.00	
Risk Control Manager (See Note G)	1.00	1.00	
Community Relations Manager	1.00	1.00	
Administrative Manager	1.00	1.00	
Senior Management Analyst (General) (See Note C, J)	2.00	2.00	
Management Analyst (See Note E)	1.00	1.00	
Program Assistant	0.50	1.00	
Sub-Total	7.50	9.00	1.50
<b>Human Resources Department</b>			
Director of HR and Operations	1.00	1.00	
HR Manager (See Note C)	1.00	1.00	
Program Assistant	0.50	0.50	
Sub-total	2.50	2.50	0.00
<b>Finance Department</b>			
Director of Finance/Chief Financial Officer	1.00	1.00	
Assistant Director of Finance/Controller	1.00	1.00	
Development Accounting Officer (See note H)	0.00	1.00	
Accounting Specialist I & II (See Note B)	3.00	3.00	
Sub-total	5.00	6.00	1.00
<b>Housing Programs Department</b>			
Director of Housing Programs	1.00	1.00	
Assistant Director of Housing Programs	1.00	1.00	
Housing Programs Supervisor	1.00	1.00	
Management Analyst (Housing Programs) (See Note E)	1.00	1.00	
Housing Specialist III (See Note C)	3.00	3.00	
Housing Specialist I & II (See Note B)	5.00	5.00	
Program Assistant	2.50	2.50	
Sub-total	14.50	14.50	0.00
<b>Property Operations Department</b>			
Director of Portfolio Management (prior title Property Operations)	1.00	1.00	
Property Management Supervisor	1.00	1.00	
Maintenance Technician I & II (See Note B, K)	3.00	1.00	
Resident Manager I and II (See Notes A and B)	2.00	0.00	
Assistant Resident Manager (See Note A)	1.00	0.00	
Program Assistant	0.50	1.00	
Sub-total	8.50	4.00	-4.50
<b>Housing Development Department</b>			
Director of Housing Development (prior title Housing and Community Development)	1.00	1.00	
Assistant Director of Housing Development (See Note D)	0.00	1.00	
Senior Project Manager	2.00	2.00	
Project Manager (See note C)	1.00	1.00	
Construction Project Manager	1.00	1.00	
Associate Project Manager (See Note F)	1.00	1.00	
Housing Development Specialist	0.00	1.00	
Program Assistant	1.00	0.00	
Sub-total	7.00	8.00	1.00
<b>Asset Management Department</b> (note the Director and Asset Manager were in Property Operations prior)			
Director of Asset Management	1.00	1.00	
Asset Manager (See Note C)	1.00	1.00	
Associate Asset Manager (See Note F)	0.00	1.00	
Sub-total	2.00	3.00	1.00
<b>Total</b>	<b>52.00</b>	<b>54.00</b>	<b>2.00</b>

Note A: Resident employees are contracted employees. These positions are eliminated from the schedule effective July 1, 2023 due to property management outsourcing.

Note B: Positions at the I and II levels are combined as a total count to allow for flexibility in staffing.

Note C: Position may be renamed or filled at a lower level

Note D: If position is filled with an internal candidate, the vacant position may not be backfilled.

Note E: May be filled at the Senior level

Note F: Position may be filled at a Specialist level; formerly titled Assistant

Note G: Formerly titled Risk Manager

Note H: Formerly title Accounting Officer and filled at a Specialist level

Note I: Temporary staff are not included in the Schedule of Authorized Positions

Note J: One Management Analyst position may be hired in Finance or HR instead of Admin

Note K: The second Maintenance Technician position may be maintained until September 30, 2023