

**Position Available**  
**Property Manager, Winchester House**

The Shenandoah Fellowship Foundation seeks a Property Manager for its 80 unit Independent Living apartment building, Winchester House. Applicants should demonstrate the following skills;

**Strong personality**, skilled at effectively dealing with a variety of interactions with the public, visitors, contractors, and residents.

**General management** experience. Able to effectively juggle between many tasks involving the residents, the staff, the vendors, building maintenance issues, the general public and HUD.

**Ability to delegate**

**HUD experience.** Winchester House is a Project-Based Section 8 Property. The Property Manager must be familiar with HUD rules, particularly as they involve resident applications, waiting lists and renewals. Fair Housing knowledge is also a must

**Experience dealing** with the unique needs of **seniors, disabled elderly**, and **individuals previously homeless**.

**Real estate/rental experience** is a decided plus.

**The Shenandoah Fellowship Foundation is a 501 (c)(3) nonprofit providing affordable, independent living apartments for low income seniors in its 80 unit apartment building, Winchester House. Located in downtown Winchester, just off the Loudoun Street walking mall, we pay a competitive salary with benefits.**

**Please send cover letter and resume to:**

**Email:** [jobapplications@winchesterhouse.org](mailto:jobapplications@winchesterhouse.org)

**Contact:** David Ray, President

**Address:**

Shenandoah Fellowship Foundation / Winchester house  
27 S Cameron Street  
Winchester, VA 22601