HUD’s Office of Native American Programs
Training Announcement

Admissions & Occupancy Training
May 5-6, 2020
Seattle, WA
Registration and sign-in begins at: 8:30 AM
Instruction begins at 9:00 AM - 4:30 PM

*Please note: Cancellation can take place due to low enrollment or unforeseen circumstances. Participants will be alerted as soon possible should this occur. Enrollment numbers will be assessed a week prior to the training dates.

Overview:
Admissions & Occupancy is a two (2) day training designed to enhance the job performance of Admissions and Occupancy staff and other tribal housing professionals working on Admissions and Occupancy issues. The course will cover Admissions and Occupancy program management with topics to include: the application and selection process, eligibility for housing assistance, calculating annual income, determining monthly rental or homeownership payments, effective communication techniques with residents, lease agreement compliance, and collections. The course will also examine how maintaining high standards in the Admissions and Occupancy program affects the overall management of tribal housing programs.

Trainer:
Cielo Gibson has been working with 1937 Act and NAHASDA housing programs for over 20 years. Her work includes development of homeownership programs and policies for numerous tribes. As a professional trainer and administrator of NAHASDA programs, Ms. Gibson has extensive experience with Indian Housing throughout the United States and Alaska.

Who should attend?
Admissions & Occupancy Staff, Board of Directors, Housing Directors, Contract Administrators, Finance Directors, Project Managers, and Maintenance Directors.

Location: The Westin Seattle Hotel
1900 5th Avenue
Seattle, WA 98101
(206) 728-1000
DISCOUNTED RATES available for attendees of the training. For discount reservations use Group Code: AMERIND NAIHC Annual Convention.

Registration:
► To register for the in-person training, please click here
► To register by phone call Cynthia Gurisko at The Association of Alaska Housing Authority at (907) 330-8397 or email: cgurisko@aahaak.org
► Registration for this workshop is FREE!