



Homes and Community Renewal

Job Opportunities at New York State Homes and Community Renewal

Build a career while building a better community. Rewarding careers in Public Service start here!

DIRECTOR OF DATA MANAGEMENT

New York State Homes and Community Renewal (HCR) fosters the creation and preservation of high quality affordable housing, while working strategically to revitalize neighborhoods and communities throughout the Empire State. Under the leadership of Governor Andrew M. Cuomo and Commissioner RuthAnne Visnuskas, **HCR** is a vibrant, innovative agency that integrates and leverages New York State's housing resources. We have offices in New York City, Albany, Buffalo and Syracuse, and employ a diverse workforce of professionals who are hard-working and committed to serving low and moderate income families. Our mission is far reaching, encompassing single and multifamily housing finance, home improvement, rent regulation, housing subsidies, and community development. We partner regularly with a variety of public and private stakeholders.

Achieving this mission requires a wide range of skills and backgrounds in public policy, administration, real estate, architecture, finance, law and many other areas of expertise. We seek to provide a workplace environment that is productive, flexible, accountable, ethical and caring. Our employees are empowered to make a difference where they live and work. We offer competitive pay and a comprehensive benefits package, including paid leave, health, dental, vision, retirement and family-friendly policies.

The Office of Housing Preservation manages HCR programs that maintain and enhance the state's portfolio of existing affordable housing. We enforce the Rent Laws in New York City for over 900,000 housing units, while providing federal and state rental assistance to assist more than 45,000 families across the state. We also monitor 130,000 low income housing units financed with federal and state resources, and provide grant funding to help homeowners and tenants save energy.

Job Summary

- Work with the Assistant Commissioner of Operations to formulate comprehensive policies and guidelines regarding data collection, management and upkeep.
- Assist in prioritizing, planning, and leading an information and data modernization initiative for OHP offices.
- Support OHP bureaus and programs and the overall organization in addressing various ad hoc policy and ongoing data questions:
 - Data Quality Assurance
 - Methodology development and documentation
 - Reporting functions for federal and state requirements
 - Providing policy frameworks and quantitative scenario analysis
- Develop and execute longer term strategies and research projects to assess and/or highlight programmatic and organizational performance.



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- Work with a team of ORSA GIS, data, and research analysts in the development and maintenance of performance management reports and ad hoc data analysis to support program operations.
- Coordinate with other teams in HCR in preparing data to for external and internal reporting and research needs.
- Work with senior OHP and ORSA staff, consult with program to define project needs, purpose, and data and policy requirements.
- Assist in drafting portfolio dashboards and presentations for executive level meetings
- Advise senior and executive staff on the health of the portfolios.
- Work with the NYS ITS and HCR's Project Management Office on modernization initiatives to assure that data collection and analysis is prioritized in all projects.
- Oversee the drafting of the annual Mitchell-lama report to the NYS legislature.
- Act as OHP's liaison with NYU's Furman Center and other external stakeholders.

QUALIFICATIONS

- Must be a NY State resident or able to relocate to NYS
- Bachelor's degree with course work or experience in GIS, planning, computer science, geography, or related fields of study preferred.
- Excellent oral, written, and quantitative skills.
- Exceptional problem-solving abilities.
- Ability to quickly and clearly synthesize information.
- Exceptional ability to use data to make decisions.
- Expertise in the use of Microsoft Office products, specifically Excel and Access.
- Experience with a statistical package such as STATA, SAS, or R.
- Ability to work in a flexible, fast paced, mission driven environment

This job description is not intended to be all-inclusive and employee will be expected to perform other reasonable related duties as assigned.

WHAT WE OFFER:

- Extensive benefits package including paid leave, excellent health, dental, vision and retirement benefits;
- Promotional opportunities for dedicated professionals.

TO APPLY, please send resume and cover letter to: Jobopportunities@nyshcr.org
New York State is an Equal Opportunity Employer (EOE)