



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!

AVP/ASSISTANT DIRECTOR

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 Kathy Hochul and Commissioner Ruthanne Visnauskas, **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. The position will be located in our office in New York City. 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.

The Housing Portfolio Management Unit is responsible for the asset management and compliance monitoring of the Agency's existing housing loan portfolio. This portfolio has been financed under various loan and subsidy programs including the Secured Loan Rental Program, the Section 8 Mod Program (Allenhurst Apts.) and the Mobile Home Cooperative Program.

DUTIES & RESPONSIBILITIES:

Specific duties include, but are not limited to:

- Assists the Director in the administration of all phases of the bureau's functions and directing the activities of personnel engaged in the supervision of State aided housing developments. The supervised portfolio includes private housing companies, municipal housing authorities, State or HFA financed limited profit projects and limited dividend projects, and DHCR initiated housing programs that utilize State and Federal funding programs.



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- Assists the Director in development of policies and procedures governing housing authorities, housing companies and other housing program initiatives and in the preparation and presentation of management directives; proposes regulation revisions and makes recommendations to the Director; represents the bureau at internal and outside meetings with DHCR staff, elected and appointed officials, housing company and managing agent staff, other agency officials, tenants and community groups.
- Assists the Director in coordinating the bureau's asset management activities as distributed among the Field, Administrative, State Grant and Federal Program units.
- Occasional overnight travel may be required

QUALIFICATIONS:

- Bachelor's Degree preferred
- 5 years' experience in related field
- Additional supervisory/managerial experience of 10 years with demonstrated ability to motivate, engage, and lead a team.

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:

- Exciting opportunity to be part of New York's resurgence to greatness;
- Extensive benefits package including paid leave, excellent health, dental, vision and retirement benefits;

All internal SHA employees(only) are directed to apply via
Nyshcr.sm.internalcandidates@nyshcr.org

Please Include your name in the subject line

New York State is an Equal Opportunity Employer
(EOE)