



## Homes and Community Renewal

*Job Opportunities at New York State Homes and Community Renewal*

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### **OFFICE OF RESEARCH & STRATEGIC ANALYSIS INTERNSHIP - PAID (TWO POSITIONS)**

**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. 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.

Reporting directly to the Chief Operating Officer (COO), the **Office of Research and Strategic Analysis (ORSA)** provides crosscutting support to HCR's executive and program leadership in advancing the agency's mission to build, preserve, and protect affordable housing, and increase homeownership in New York State. Created in late 2017, the ORSA team consists of data scientists, analysts and policy specialists who, using quantitative and analytical research methods and strategies, provide data-driven guidance on high-priority initiatives and answer questions that are critical to the success of the agency and component programs and offices.

#### **Internship Summary**

Reporting to the Senior Public Policy Specialist and working with other ORSA staff and interns, they will lead the effort to develop a survey of county and municipal land use policies in New York State (project description below). The project may also involve working with other units within HCR, as well as entities external to the agency. The internship will culminate in the completion of a deliverable and presentation of findings.

#### **Project Summary - Survey of County and Municipal Land Use Planning in New York State**

The goal of this project is to gain a broad understanding of how counties and municipalities across New York State exercise their control over physical development in their jurisdictions through land use planning and other policy, regulatory, and administrative mechanisms and controls. The deliverable(s) may take a variety of forms (e.g. a report, a PowerPoint/presentation, interactive maps and/or infographics, quantitative datasets, etc.) but should, to the greatest extent possible, provide a survey of



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county and municipal land use policies in New York State. This survey will identify the mechanisms and/or controls used in each county and major municipality, highlighting key similarities, differences, and any potential gaps or contradictions. The deliverable(s) should specifically address how the mechanisms and/or controls identified impact housing development (especially affordable and/or otherwise regulated), particularly as it relates to climate, racial, and economic justice. This work will inform ongoing work to identify ways that the state may play a role in advancing and promoting more uniform land use planning to ensure more inclusive and equitable communities across the state. Beyond the basic research component of this project, and depending on the intern's skills and interests, they may choose to use a variety of analytic tools and techniques to produce the deliverable(s): quantitative analyses using Excel, R, etc.; geospatial analyses using ArcGIS, AGOL, etc. Prospective interns with an interest and educational background in either land use law or urban planning are encouraged to apply, as this project will likely involved closely scrutinizing local land use regulations.

### **Essential Functions**

- Develop a framework for collecting and presenting relevant information and data regarding county and municipal land use policies across New York State.
- Using the internet and other available resources, research county and municipal land use policies in New York State.
- Using a variety of analytic tools and methods, provide a summary of similarities, differences, gaps, and contradictions across various local land use policies.

### **Qualifications**

- Excellent oral, written, and communication skills
- Exceptional problem-solving abilities
- Ability to quickly and clearly synthesize information
- Ability to use data to make decisions
- Expertise in the use of Microsoft Office products, specifically Excel and Access
- Demonstrated experience with qualitative and quantitative research designs and statistical analysis techniques a plus
- Experience with a statistical package such as STATA, SAS, or R a plus
- Experience with geospatial analyses and tools including ArcGIS a plus
- Ability to work in a flexible, fast paced, mission driven environment
- Interest and/or experience in land use law and/or urban policy/planning preferred

### **If interested:**

All candidates must submit a resume, 3 references, and letter of interest to  
[internshipOpportunities@hcr.ny.gov](mailto:internshipOpportunities@hcr.ny.gov)

New York State is an Equal Opportunity Employer (EOE)