



# 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!***

### **SVP. Counsel for Homes and Community Renewal**

**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.

**The Office of Legal Affairs** provides legal advice, counsel and representation to all the Agencies' offices and program areas and ensures that all matters comply with federal and state legal mandates. The primary functions are organized within four major subject matter areas or units; General Law, Litigation, Hearings, and Transactions.

#### **Job Summary:**

The Senior Vice President/ Counsel for HCR is an Officer of the Corporation who reports directly to the President/ CEO, leads a large team of paraprofessional staff, and has wide latitude for independent decision making. The incumbent develops policy and participates in policy making at the highest level- as a member of the Agencies' Executive Team. The incumbent determines priorities in the deployment of the department resources and in services to be rendered and has primary responsibility for the formulation of policy and for decision making in the following areas:

#### **Duties:**

- Formulates Agency-wide policy, independently and with the President/CEO and other members of the Executive Team, to determine and further the mission and goals of the Agency.
- Develops policy and participate in policy making at the highest level with respect to the Agency's legal position in both program and business areas.
- Serves as an authorized Officer of the Housing Finance Agency, State of New York Mortgage Agency, Municipal Bond Bank Agency, Affordable Housing Corporation, Tobacco Settlement Financing Corporation, the Housing Trust Fund Corporation, and the Division of Housing and Community Renewal including execution of documents and orders of these entities.
- Serves as the corporate secretary for the Agency's public authorities. Prepares, reviews and disseminates agenda items for the monthly Board meetings.
- Preparation and analysis of legislative bills that advance the Agency's mission or impact the Agency's operations.
- Prepares and supervises the legal work associated with the Agency's financing transactions; asset management; efforts to affirmatively further fair housing; and administration of the State's rent regulation laws.
- Works closely with the Human Resources Department to promote a positive work environment in compliance with Federal, State and Local law. Actively participates in the development and preparation of the Agency's



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- proposals, positions and strategy for collective bargaining and actively participate in the bargaining process.
- Exercises independent decision-making authority regarding the Agency's legal positions.
- Deploys Agency resources and personnel to meet the mission, goals, and objectives of the Agency with regard to its legal and program activities.
- Supervises over 100 professional and paraprofessional employees. Responsible for overseeing hiring, promotion, evaluation, training and retention of the unit's staff.
- Engages in negotiations with other governmental units, not-for-profit and private entities, on behalf of the Agency, regarding the terms and conditions of contractual agreements.
- Supervises and directs the legal activities of the Agency, subject to the guidance and direction of the Commissioner and President/CEO
- Formulates policy guidelines and standards, as well as determines the goals set and methodology for achieving the unit's goals.
- Select assignments and supervises the work of outside counsels working with the Agency.
- Promotes a strong internal control environment.

### **QUALIFICATIONS:**

- J.D. degree required.
- Minimum 10 years of legal experience required.
- Knowledge of real estate law, or rent regulation law, or public finance, or corporate governance, or fair housing law helpful.
- Managerial and/or supervisory experience is a must.

*This job description is not intended to be all inclusive and the employee will be expected to perform other reasonably 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.

All internal SONYMA, HFA, AHC employees (only) are directed to apply via  
[internalcandidates@hcr.ny.gov](mailto:internalcandidates@hcr.ny.gov)

**Please include your name in the subject line**  
**Applicants must include resume and cover letter**  
**[TO APPLY, CLICK HERE](#)**

New York State is an Equal Opportunity Employer  
(EOE)