



# 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!***

### **VICE PRESIDENT/DIRECTOR OFFICE OF ECONOMIC OPPORTUNITY AND PARTNERSHIP DEVELOPMENT (OEOPD)**

**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 Visnaukas, **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 Professional Services (OPS)** is responsible for all administrative and support services, including Human Resources, Communications and Public Information, Legal Affairs, Fair Housing, Policy Development, Competitive Procurement and Contract Management, Fiscal Planning, Accounting and Treasury Services, Facilities and Building Management Services, Internal Audit, Project Management and Information Technology Services. OPS values professionals that enjoy working in a fast-paced environment and who have the skills required to effectively plan, direct, and coordinate HCR's wide array of support services.

#### **DUTIES: The Vice President/Director Office of Economic and Partnership Development (OEOPD)**

- Develop and execute Community Outreach Programs, focusing on programmatic, for the Agencies' Housing Finance Programs.
- Organize regional informational events for the Agencies statewide.
- Work with nonprofit organizations to identify and develop new program possibilities for the Agencies.
- Conduct and/or attend workshops, housing fairs, shows and other events.
- Solicit new grantees for AHC both in New York City and throughout the state. Solicit potential borrowers for HFA and potential lenders for SONYMA.
  
- Represent HFA within the housing community to provide 80/20 information to the public as requested, including maintaining and generating lists of available developments and provide these to the public.



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- Analyze SONYMA's Statewide Briefing-Ethnic Reporting data and suggest marketing strategies as necessary.
- Maintain relations with reporting agencies such as HUD, Empire State Development, Human Rights and other industry related associations.
- Supervision of department staff by providing daily oversight, conducting staff meetings and ensuring proper staff trainings.
- Establish HCR's Minority and Women Owned Business Enterprise (MWBE) and Service Disabled Veteran Owned Business (SDVOB) goals.
- Lead OEOPD team ensuring compliance with MWBE, SDVOB and Davis-Bacon requirements and related reporting.
- Work collaboratively with HCR business units to achieve MWBE and SDVOB goals.
- Build relationships with industry related associations to promote HCR MWBE and SDVOB goals.
- Represent HCR at various events including conferences and board meetings where public speaking maybe necessary.

#### **QUALIFICATIONS:**

- Bachelor's degree in business related area.
- Excellent oral and written communication skills.
- Public speaking experience.
- Knowledge of Agencies' programs.

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 opportunity 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**

**[TO APPLY, CLICK HERE.](#)**

**Applicants must include resume and cover letter**

New York State is an Equal Opportunity Employer  
(EOE)