



## 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!***

### **ASSISTANT COUNSEL**

**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, construction, 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.

#### **DUTIES:**

The Attorney / Assistant Counsel reports to the Deputy General Counsel of the New York State Housing Finance Agency Legal Department and serves as counsel for HCR in negotiating, analyzing, structuring, and closing secured loan real estate transactions. Additionally, the Attorney / Assistant Counsel may be responsible for assisting on multi-family and single-family housing bond issuances, drafting legislation, preparation of materials for consideration by the Agency's Boards, Agency administrative matters and other legal areas as required, as well as supervision of legal support staff engaged in similar duties. The Attorney / Assistant Counsel will also perform legal services related to the Agency's loan management, asset management, mortgage enforcement efforts, and architect and construction contracts.

#### **QUALIFICATIONS:**

- Must be admitted to the practice of law in New York State
- 2+ years relevant experience, including experience in corporate, real estate, cooperative and condominium law, home owners associations, construction and/or financing transactions
- Experience and/or familiarity with real estate lending, public finance, construction lending and mortgage loan portfolio management.
- Knowledge of environmental law, tax law, and rent regulation preferred but not required.



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- Ability to establish effective working relationships with borrower's and lender's counsel along with HCR staff and attorneys.
- Ability to work under pressure.
- Excellent communication skills.
- Strong analytical and organizational skills.

This job description is not intended to be all inclusive and 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;
- Exciting opportunity to be part of New York's resurgence to greatness;
- 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)