



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!

DIRECTOR OF MULTIFAMILY PROGRAMS & OPERATIONS

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.

HCR'S Office of Finance & Development manages New York State's multifamily housing programs and multifamily and single family bond offerings. Multifamily Finance & Development has a primary responsibility for implementing many of the initiatives under the Governor's housing plan, an unprecedented \$25 billion investment over the next five years.

Multifamily Finance provides financing for the preservation, new construction and adaptive reuse of affordable multifamily rental housing.

This position will support the **Vice President of Multifamily Programs and Operations** with a variety of ongoing responsibilities and special projects that pertain to the Multifamily Finance & Development Unit, which includes Multifamily Finance (on both the 4% and 9% sides), Debt Issuance, Loan Servicing, Tax Credits, and Design, Construction, & Environmental. Duties may include but are not limited to assist with the following:

- Structure and launch new housing programs and initiatives, and improve and enhance existing programs.
- Develop program policies and parameters.
- Develop, revise, and issue new program term sheets and Requests for Proposals.
- Track and monitor the availability and demand of housing financial resources, and evaluate the effectiveness and efficiency of the Agency's deployment of its resources.
- Manage the Multifamily presence on the Agency's web site.
- Serve as primary liaison for the implementation of the Multifamily portion of the Business Application Modernization (BAM) project, including SAP and Prolink.
- Coordinate the collection of data pertaining to Multifamily, analyze data as needed and identify metrics to evaluate the performance of the unit.



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- Other special projects as needed, especially those which are interdisciplinary and involve multiple units within Multifamily Finance & Development and other departments within the Agency.

QUALIFICATIONS/SKILLS:

- Bachelor's degree;
- Master's degree in Business Administration, Public Administration, or City Planning with concentration on Real Estate or Public Finance and/or experience in real estate and/or affordable housing preferred;
- Knowledge and/or experience in real estate and/or affordable housing;
- 5 years of relevant experience;
- Quantitative skills including expertise in Excel;
- Excellent relationship management, analytical and negotiation skills;
- Strong oral and written communication skills;
- Demonstrated capacity for collaboration, performing multiple tasks, analyzing complex processes, and using independent judgment.

**Substitutions: experience four years of specialized or Associate's degree and two years of specialized experience may substitute for Bachelor's degree; J.D. or Master's degree may substitute for one year of specialized experience; Ph.D. may substitute for two years of specialized experience.*

This job description is not intended to be all inclusive, and employee will also perform reasonable related business duties as assigned.

What we offer:

- Exciting opportunity to be part of New York's resurgence to greatness;
- Extensive benefits package including paid leave, 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

[TO APPLY, CLICK HERE.](#)

Applicants must include resume and cover letter.

New York State is an Equal Opportunity Employer
(EOE)