



# 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 Hurricane Ida Recovery Programs**

Position in: New York, NY

New York State Homes and Community Renewal (HCR) is the State's affordable housing agency, with a mission to build, preserve, and protect affordable housing and increase homeownership throughout New York State. HCR consists of all the major housing and community renewal agencies of New York State, which were merged and integrated under a single management structure.

Under the leadership of Governor Kathy Hochul and Commissioner RuthAnne Visnuskas, **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.

New York State Homes and Community Renewal currently offers the possibility of a hybrid workplace through our Telecommuting Pilot Program. Participation in this program requires an application process that must be approved. Participation is not guaranteed.

Homeownership and Community Development (HOCD) consists of the State of New York Mortgage Agency, the Affordable Housing Corporation, the Office of Community Renewal, the Office of Resilient Homes and Communities, and the Governor's Office of Faith-Based Community Development.

#### **BACKGROUND**

Hurricane Ida made landfall in New York on September 1, 2021, causing record-breaking rainfall and widespread flooding throughout New York City, Long Island, and Mid-Hudson region. Nearly 12,000 homes and apartments were impacted by flood damage. Following a Presidential declaration, the U.S. Department of Housing and Urban Development (HUD) allocated \$68,228,000 in funding to New York State, through the Office of Resilient Homes and Communities (RHC), to support long-term recovery efforts associated with Hurricane Ida. Funds are made available through a Community Development Block Grant-Disaster Recovery (CDBG-DR) grant, designed to address needs that remain after all other assistance has been exhausted.



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### **JOB SUMMARY**

The primary responsibility of the Director of Hurricane Ida Recovery Programs is to implement Hurricane Ida recovery programs, as outlined in the NYS Action Plan for Hurricane Ida, and at the direction of HCR leadership.

The Director of Hurricane Ida Recovery Programs will report to the Chief of Staff for HOCD. The Director of Hurricane Ida Recovery Programs will supervise two Ida Recovery program managers.

### **DUTIES**

- Provides strategic direction and oversight of the Hurricane Ida Recovery Programs.
- Onboards sub-recipients and vendors through competitive solicitation processes. Ensures sub-recipients and vendors adhere to the terms of their contracts.
- Develops short- and long-term project goals, develops timelines for implementation, and manages program budgets. Identifies barriers to the success of programs and propose and implement solutions.
- Develops and maintains partnerships with internal and external entities. Meets with outside stakeholders to discuss programs.
- Provides supervision and guidance to two program managers to ensure programs are progressing appropriately, compliant with State and Federal regulations, and meeting their intended goals.
- Serves as a consultant to executive management on Hurricane Ida Recovery Programs and provides regular status updates to the Chief of Staff for HOCD and other related parties.

### **Minimum Qualifications and Desired Skills**

- Bachelor's degree and a minimum of seven (6) years of experience working in a professional office setting in either affordable housing, flood recovery, sustainability, construction management, government administration, or other related fields. \*Substitutions: four years of specialized experience 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.
- Experience administering CDBG-DR grants preferred.
- Ability to communicate effectively both orally and in writing with attention to detail and professionalism in all communications.
- Well organized and self-motivated with ability to work under pressure, while prioritizing and managing multiple tasks.
- Affinity toward technology and ability to perform basic data analytics.

This job description is not intended to be all inclusive and employee will be expected to perform other reasonably related duties as assigned.

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