



# 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!***

## **SUSTAINABILITY SPECIALIST**

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.

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 Housing Preservation** manages HCR programs that maintain and enhance the state's portfolio of existing affordable housing. We enforce the Rent Laws in New York City for over 900,000 housing units, while providing federal and state rental assistance to assist more than 45,000 families across the state. We also monitor 130,000 low income housing units financed with federal and state resources, and provide grant funding to help homeowners and tenants save energy.

**The Statewide Asset Management Unit** is responsible for the asset management and compliance monitoring of the Agency's existing affordable housing portfolio. This portfolio has been financed under various Federal and State housing programs including the Low Income Housing Tax Credit; Housing Trust Fund; HOME.

### **Duties & Responsibilities:**

Provide technical support for various decarbonization and energy efficiency programs within NYS Homes and Community Renewal's Office of Housing Preservation. This position will work closely with the Director of Sustainability Programs and Sustainability Program Associate to support the Clean Energy Initiative Program and future decarbonization programs to successfully align the State's Decarbonization goals under the direction of the VP of Sustainability. Responsibilities include, but are not limited to:



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- Support technical reviews for multifamily and single-family projects, with a focus on sustainability and decarbonization
- Review of technical design and construction aspects of applications submitted for funding.
- On-site verification visits during construction
- Support the technical review and maintenance of HCR's Sustainability Guidelines
- Provide technical expertise in the design of future decarbonization and energy efficiency programs (heat pump design/building envelope performance/weatherization/etc.)
- Coordinate with a team of consultants to manage projects in the Decarbonization Team's portfolio
- Assist in the evaluation and reporting for active team production
- General project management and coordination
- Coordinate with the Design Unit, Environmental Unit, and other teams within HCR to manage projects
- Position will require travel to parts of the state on an as-needed basis

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

#### Minimum Qualifications and Desired Skills

- Bachelor's degree, or equivalent work experience, and a minimum of three to five years of experience working in a professional office setting in either housing, energy consulting, or design/implementation.
- A master's degree can substitute one year of experience.
- Education and professional experience in affordable housing development, energy consulting/auditing, commissioning/retro-commissioning, Architecture/Engineering, or sustainable development preferred.

#### Essential Skills:

- Experience in project management
- Experience with high-performance new construction buildings and existing building retrofits
- Experience with building electrification strategies and technologies, particularly for housing
- Experience reviewing and analyzing drawings, specifications, energy model reports, and benchmarking reports
- Familiarity with construction sites and on-site verification work, including maintaining site documentation
- Experience with New York City and State energy code.
- An understanding, and familiarity with the State's Climate Leadership and Community Protection Act goals, specifically related to Housing
- Familiarity with regulated affordable housing, either with design or implementation, financing, or development.
- Demonstrated ability to work with non-technical staff.



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Candidates must possess the following qualities and strengths:

- Ability to communicate effectively both orally and in writing with an attention to detail and professionalism in all communications with staff and the public.
- Ability to work independently and manage various projects simultaneously.
- Strong analytical, organizational, and problem-solving skills.
- Work effectively in and with diverse communities.

### **What we offer:**

- Exciting opportunity to be part of New York's resurgence to greatness;
- 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)