



# 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, DEPARTMENT OF EMPOWERMENT, COMPLIANCE AND OPPORTUNITY**  
New York, NY

**Possible Hybrid Workplace Opportunity**

**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.

*A Civil Service exam is not required for this position. Candidates must meet the minimum qualifications outlined below to be considered.*

NYS Homes and Community Renewal (HCR) is committed to fostering a culture of diversity, equity, inclusion, and accessibility. Our work would not be possible without the diverse backgrounds, experiences, ideas, and abilities of our employees. HCR is committed to developing a workforce which represents the diverse population of New York State. In pursuit of those principles, HCR has established a DEIA Committee, created a 5-year DEIA strategy plan, and developed a strategic plan to address Governor Hochul's Executive Order 31. HCR embraces a diverse and inclusive work environment by encouraging all individuals, including all people with disabilities, to apply to open positions at the agency.

**The Office of the Department of Empowerment, Compliance and Opportunities** has been in operation for eight plus years. This office is responsible for monitoring the procurement activity of the integrated housing agencies which includes six Public Authorities and one Executive Agency. The primary goal is to ensure economic opportunities within the HCR structure for Minority- and Women-Owned Businesses (MWBEs) and Service disabled & Veteran-Owned Businesses (SDVOBs) statewide, which includes engagement, technical assistance, strategic planning, compliance monitoring and reporting. With the Governor's mandate of 30% MWBE participation and a 6% Service-Disabled Veteran-Owned Business participation, the impact is great. This office is also tasked with monitoring projects which must adhere to the Davis-Bacon Act. This requires contractors and subcontractors working on federally funded jobs to pay their laborers wages and benefits no less than what others locally pay their workers for similar projects (prevailing wage).

**DUTIES: The Vice President/Director Department of Empowerment, Compliance and Opportunity**

- 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



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requested, including maintaining and generating lists of available developments and provide these to the public.

- 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 may be necessary.

#### **QUALIFICATIONS:**

- Bachelor's degree and eight years of relevant experience. 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.
- Excellent oral and written communications 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 reasonably related duties as assigned.

#### **What we offer at NYSHCR:**

- Extensive benefits package including paid leave, including excellent health, dental, vision and [retirement benefits](#) with the New York State & Local Employees' Retirement System.
- Promotional opportunity for dedicated professionals
- Work life balance benefits including a 37.5 hour work week and paid time off benefits including, vacation, sick, personal days, and Federal Holidays
- Opportunity for compressed scheduling
- 12 weeks of Paid Parental Leave
- Paid Family Leave
- Opportunity for compressed/flextime scheduling

#### ***Additional SONYMA/HFA/AHC Benefits:***

- Cash in for Wellness! This program provides you with the option of buying or renewing a health club membership of your choice or enrolling in a weight loss and or smoking cessation program, using your sick leave accruals.
- Tuition reimbursement program – for job related and non-job related courses



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### ***Job Opportunities at New York State Homes and Community Renewal***

- Vacation Leave Buy-Back program – Subject to approval, every year eligible employees may exchange previously earned and accrued vacation time in return for cash compensation (at employee’s daily rate of pay at time of exchange)
- Access to Plum Benefits – savings on movie tickets, theme parks, hotels, tours, Broadway shows and more!
- Optical reimbursement program – Employees are eligible for optical, hearing aid, and podiatric expenses not otherwise covered by insurance, with a maximum aggregate amount of \$650 per year, per family. Unused yearly balances may be carried over to the next year for a maximum of \$1300

### **About New York State Homes and Community Renewal:**

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.

*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)