



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!

Attorney/Associate 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 Andrew M. Cuomo and Commissioner James S. Rubin, **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 Professional Services (OPS) is responsible for all administrative and support services, including Human Resources, Communications and Public Information, Legal Affairs, Fair Housing, Policy Development, Competitive Procurement and Contract Management, Fiscal Planning, Accounting and Treasury Services, Facilities and Building Management Services, Internal Audit, Project Management and Information Technology Services. OPS values professionals that enjoy working in a fast-paced environment and who have the skills required to effectively plan, direct, and coordinate HCR's wide array of support services.

DUTIES:

The Attorney / Associate Counsel will be responsible for all aspects of multi-family bond housing financings, as well as for all aspects of the related real estate financings matters and other legal areas as required and the supervision of legal and support staff engaged in similar duties. The Attorney will also perform legal services related to the Agency's loan management and mortgage enforcement efforts.

QUALIFICATIONS:

- Must be admitted to the practice of law in New York State;
- Must have 8 years' experience with at least 5 years of experience in municipal finance law.
- The candidate must also have experience in real estate lending, secured transactions, construction lending and mortgage loan portfolio management, or have a good understanding



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of the preceding together with government experience and substantial experience with the legislative process; litigation experience may also be useful;

- Knowledge of environmental law, tax law and rent regulation helpful;
- Ability to establish effective working relationships with staff and outside attorneys and consultants;
- Ability to supervise professional legal staff;
- Ability to work under pressure;
- Excellent oral and written communication skills;
- Strong analytical and organizational skills;
- Record of productivity;
- Demonstrated history of good record of attendance and punctuality.

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:

- 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.

TO APPLY, please send resume and cover letter to: jobopportunities@nyshcr.org
New York State is an Equal Opportunity Employer (EOE)