

State & Federal Policy Director

Seeking a new member to join our team at the New York Housing Conference to advance policy and resources for affordable housing for *all* New Yorkers. This position is grant-funded for an 18-month contract with potential for a permanent role.

Seeking motivated, self-starter with excellent analytical and communication skills with expertise in federal housing policy. Ideal candidate is organized, works independently, has 3-5 years of experience in project management, communications, policy or advocacy and is familiar with federal policy and programs (HUD, LIHTC and/or budget).

Responsibilities

- Stay current, analyze and communicate updates on state and federal legislation and HUD policy impacting affordable housing in NY.
- Serve as NYHC's point person for national [HoUSed Campaign](#)- represent NYHC at meetings, carryout campaign activities in NY and report on progress.
- Coordinate working group of NY stakeholders to participate state and federal advocacy including the HoUSed campaign with housing organizations, trade groups, homeless and tenant advocates, labor groups and other partners.
- Lead issue area working groups to produce policy recommendations and/or analysis.
- Coordinate and conduct outreach to the NY Congressional delegation and other relevant stakeholders.
- Work with Policy & Communications Director in coordinating and implementing social media and press strategy.
- Oversee finalization of universal rental assistance economic impact report being produced by external consultants.

Please send resume and writing sample to Tia.Ellis@theNYHC.org by **July 6th**. The salary range is \$105-\$125K, commensurate with experience. We are also open to a consultant role.