

Housing Justice Director **(City of Hudson)**

DISTINGUISHING FEATURES OF THE CLASS: This is a leadership position responsible for management of housing initiatives to prevent displacement, and support equitable, inclusive development. The position requires attention to and understanding of racial justice and equity. The Housing Justice Director will report to the Mayor.

TYPICAL WORK ACTIVITIES:(ILLUSTRATIVE ONLY)

- Manage the implementation of the Anti-displacement Learning Network Grant
- Establish the creation and subsequent management of a City Housing Trust Fund
- Collaborate with a local program administrator to create and support anti-displacement initiatives such as homeownership program, rental rehab program, and emergency repairs program
- Work with consultant to create the City of Hudson Affordable Housing Development Plan
- Manage the implementation of the Affordable Housing Development Plan
- Manage the implementation of the City of Hudson Strategic Housing Action Plan
- Research and recommend policy and programs to prevent displacement
- Monitor housing conditions and act as a liaison between the City of Hudson, Columbia County, and community-based agencies
- Cultivate partnerships and develop collaborative projects with housing and community organizations
- Collaborate with local housing and social service organizations and agencies to improve services and prevent displacement
- Collaborate with City and County Fair Housing Officers and other relevant agencies to help residents understand their housing rights
- Engage with residents and community organizations to ensure that people at risk of displacement are involved in decision making regarding the creation and implementation of housing policy
- Manage city budget lines relevant to community development and housing
- Identify, write, and manage grants to support Community Development and Housing justice Initiatives, which may include, but not limited to grants through LISC, Enterprise, NYS Homes and Community Renewal, USDA, and US Department of Housing and Urban Development as well as city initiatives
- Does related work as required.

FULL PERFORMANCE, KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the economics of housing, housing rights, and housing policy, especially as it pertains to equity, racial justice, and anti-displacement; Ability to create and manage budgets; Ability to research and manage policy initiatives; Ability to track deliverables and outcomes; Skilled in facilitating community participation; Skilled in collaborating with officials of federal, state, and municipal governments; Ability to communicate effectively, both orally and in writing; Ability to understand and interpret complex oral and written information; Ability to use various software packages, including spreadsheets, word processing, etc.; Resourcefulness, integrity, good judgment; Physical condition commensurate with the demands of the position

MINIMUM QUALIFICATIONS: Graduation from high school or possession of a high school equivalency diploma; AND EITHER:

(A) Graduation from a regionally accredited or New York State registered college or university with a Master's degree in public policy; public administration, planning or a related field; AND one year of experience working with people experiencing housing instability or at risk of displacement, as well as working with advocacy, community organizing, or facilitating community participation; OR

(B) Graduation from a regionally accredited or New York State recognized college or university with a Bachelor's degree in public policy, public administration, planning or a related field and 2 years of work experience in the administration of a housing or public policy field, one year must include experience working with people experiencing housing instability or at risk of displacement, as well as working with advocacy, community organizing, or facilitating community participation; OR

OR: (C) An equivalent combination of training and experience as described in (A) and (B)

Approved and Adopted by the Columbia County Civil Service Commission 2/9/21, Competitive