



Office of the Mayor

**MAYOR'S OFFICE OF RESILIENCY
LAND USE & BUILDINGS TEAM**

Position Title: Senior Policy Advisor, Buildings Focus

Job ID Number: 32198

ORGANIZATIONAL PROFILE

The Mayor's Office of Resiliency (MOR) strives to adapt New York City to the unprecedented challenges of climate change, creating a more resilient, equitable and vibrant city for the New Yorkers of today and generations to come. Through science-based analysis, policy and program development, and capacity building, MOR leads the City's efforts to transform the city's communities, buildings, infrastructure, and waterfront to build resilience in the face of multiple climate threats, including sea level rise, storm surge, extreme heat, and intense precipitation, in the near- and long-term.

We achieve our mission by focusing on four central pillars as described by OneNYC 2050: (1) mitigating physical risks, (2) empowering residents and businesses, (3) building a climate-ready government, and (4) advancing and applying climate science. MOR is also developing a new Climate Adaptation Roadmap, which will incorporate the successes and lessons learned from the post-Sandy recovery and rebuilding period, while also planning for the next generation of climate hazards. This Roadmap will identify the greatest climate-related threats facing New York City, and recommend a prioritized sequence of climate adaptation measures for the short, medium, and long-term, with a particular focus on the most vulnerable residents and neighborhoods.

Equity is central to MOR's mission and work. MOR launched a cross-office Equity Core Team which is working to better understand how inequitable systems and institutions make communities more vulnerable to the impacts of climate change and develop new policies and procedures to proactively address these inequities and advance climate equity in New York City.

MOR is composed of climate policy experts, urban planners, architects, scientists, engineers, and lawyers. Under the direction of the Director, MOR is organized by seven teams that are led by Deputy Directors: (1) Climate Science and Risk Communication, (2) Social Resiliency, (3) Land Use & Buildings, (4) Infrastructure and Energy, (5) Waterfront Resiliency, (6) Program Coordination and Delivery, and (7) External Affairs.

THE CHALLENGE

New York City is home to 8.6 million residents and over a million buildings of varied typologies. With an average age of 90 years, the vast majority of buildings were not designed to withstand the climate threats of the 21st century. MOR is responsible for coordinating City agencies and private-sector partners to identify strategies to retrofit existing buildings, update codes and create new incentives to ensure the longevity, safety and functionality of the city's building stock. Complementing MOR's resilience programs is the City's sustainability agenda advanced by the Mayor's Office of Sustainability (MOS). MOR and MOS collaborate routinely to prioritize actions that advance the City's dual resilience and sustainability approaches to manage climate change.

JOB DESCRIPTION

MOR seeks a Senior Policy Advisor to develop and manage policies and programs that increase the resilience of New York City's existing buildings, new construction, and communities. This role is fundamental to MOR's mission to design and implement innovative solutions that prepare the city for climate change. As such, the role requires a commitment to addressing climate threats to public and private buildings; safeguarding health and wellness of all building occupants; cultivating champions in reforming policies that regulate building construction and operations to advance a climate resilience agenda; and advancing climate-resilient building technologies, construction methods, adaptation measures, and financing strategies relevant for the New York City context.

The Senior Policy Advisor, Buildings Focus reports to the Deputy Director of Land Use & Buildings. Day-to-day responsibilities include, but are not limited to:

- Serving as the in-house authority on all buildings-related climate resilience issues, including leading working groups and designing initiatives that illuminate and prioritize issues informed by robust analysis;
- Researching and analyzing best practices in risk assessment, resource allocation, building technologies, policy alternatives, cost implications and financing solutions to prioritize opportunities to bolster the City's resilient buildings agenda;
- Partnering with City and State agency colleagues in policy development and implementation, including, but not limited to, the Department of Buildings (DOB), the Department of Citywide Administrative Services (DCAS), the New York City Housing Authority (NYCHA), the Department of City Planning (DCP), the Economic Development Corporation (EDC), the Department of Design and Construction (DDC), the Department of Housing Preservation and Development (HPD), the Department of Health and Mental Hygiene (DOHMH), the New York State Energy Research and Development Authority (NYSERDA), and the New York State Department of State (DOS);
- Collaborating with MOR colleagues to advance New York City's Climate Resiliency Design Guidelines, including oversight of pilot projects conducted by city agencies and supporting the development of a resiliency scoring system for city building projects;
- Coordinating with the Mayor's Office of Sustainability (MOS) Buildings Team to integrate parallel greenhouse gas reduction initiatives;
- Applying or acquiring knowledge of all locally applicable codes and standards, including NYC Building Code, NYC Zoning, NYC Housing Maintenance Code and New York State Multiple Dwelling Law. Ability to apply existing knowledge or build general knowledge of real estate finance structures for both public and private buildings;
- Building and managing relationships with external partners spanning private and non-profit sectors in service to the City's climate resilience agenda for buildings, including industry leaders in design, real estate, finance, insurance, construction and trades;
- Originating and reviewing proposed local, State, and Federal legislation and policies;
- Participating in and leading interagency committees to update building and zoning codes and standards in service of climate adaptation targets, including analysis of effectiveness, impacts and costs; and
- Owning and managing project-related schedules, plans, presentations, meeting agendas, meeting minutes, and status reports.

CANDIDATE QUALIFICATIONS:

1. Mission-driven: Candidate has a passion for tackling the unprecedented challenges of climate change and will enthusiastically lead and assist City agency partners in developing strategies to accelerate the resilience of the city's building stock, especially those buildings that serve our most vulnerable populations;

2. **Qualified and Experienced:** Candidate has a graduate degree with five to seven years full-time relevant professional experience in architecture, urban design, building engineering, real estate, finance, or related field;
3. **Analytical:** Candidate has policy development expertise, including experience in strategic planning, real estate finance, cost estimating, and/or developing solutions that would facilitate building retrofits and the adoption of new design standards;
4. **Articulate:** Candidate can effectively explain complex concepts to a range of audiences, create and translate rigorous analyses into transparent, defensible conclusions. Candidate possesses strong communications skills in multiple mediums. Professional graphic design skills and GIS/CAD application skills a plus;
5. **Collaborative:** Candidate possesses interpersonal skills and instinctually works cross-functionally and collaboratively to accomplish greater goals as part of a team;
6. **Persistent:** Candidate is not discouraged by the occasional (or even the more than occasional) setback, and is comfortable working with uncertainty and ambiguity;
7. **Data-driven and rigorous:** Candidate uses data and evidence to direct decision-making and to reveal insights and policy directions;
8. **Project manager:** Candidate has a high attention to detail and excellent organizational skills, including the ability to manage complex projects; coordinate interagency programs; manage nuanced messaging to diverse audiences; and maintain control of analytical details while balancing large-scale program objectives;
9. **Strategic:** Candidate understands how to deploy a variety of local, State and Federal building codes and legislative levers to advance MOR's agenda, including a knowledge of codes applicable in New York City and potential funding sources; and
10. **Technical orientation:** Candidate grasps technical concepts quickly and is comfortable working side-by-side with technical teams on ideation and elaboration. Candidate is committed to continued learning.

SALARY:

Commensurate with experience.

TO APPLY:

Submit a cover letter, resume, and three (3) references to [Candidate Application](#)

**New York City Residency Is Required Within 90 Days of Appointment.
The City of New York and the Office of the Mayor are Equal Opportunity Employers.**

Women, people of color, LGBT individuals, veterans, and people with disabilities are strongly encouraged to apply. Opportunities for advancement exist, and the Office of the Mayor is committed to helping staff develop and grow.

For current job opportunities in the NYC Mayor's Office visit: [Office of the Mayor Jobs](#)

If you are a qualified individual with a disability or a disabled veteran, you may request a reasonable accommodation if you are unable or limited in your ability to access job openings or apply for a job on this site as a result of your disability. You can request reasonable accommodations by contacting Human Resources at HR@cityhall.nyc.gov.