



MAYOR'S OFFICE OF CLIMATE RESILIENCY

Position Title: Senior Policy Advisor

Job ID Number: 33835

ORGANIZATIONAL PROFILE:

The Mayor's Office of Climate Resiliency (MOCR) 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, MOCR 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. MOCR 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 MOCR's mission and work. MOCR 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.

MOCR is composed of climate policy experts, urban planners, architects, scientists, engineers, and lawyers. Under the direction of the Director, MOCR 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.

OPPORTUNITY:

New York City's leadership on climate resiliency emerged after Hurricane Sandy swept through the City in 2012, after which the City took decisive action to implement climate resiliency initiatives to mitigate impacts of future coastal storms. Many initiatives are completed or moving into construction with billions of dollars in federal disaster recovery funds. Now, MOCR is leading the City's efforts to envision, design, and implement a new phase of climate adaptation that incorporates the most recent science on a broad range of interrelated climate hazards, including high heat and stormwater flooding; prioritizes investments looking at risk, vulnerability, and equity; and will advance a new suite of programs and capital projects to make New Yorkers more resilient. However, without the federal funding that made our work following Hurricane Sandy possible, we need to develop new and innovative funding and financing strategies, tools, and programs and establish strong relationships with State, Federal, and philanthropic funders to make New York City more resilient to climate change.

JOB DESCRIPTION:

MOCR seeks a Senior Policy Advisor to plan, organize, and coordinate all of MOCR's efforts to secure funding from local, State, Federal, and private sources to implement and sustain its climate adaptation policies, programs, and infrastructure, working in coordination with MOCR's partner New York City agencies and offices. This position will:

- provide support to other MOCR teams and City agencies in developing and prioritizing funding requests for adaptation projects and programs;
- establish and lead an internal process to align MOCR's priorities with available funding and coordinate MOCR's agenda with the City's budget cycle and funding cycles for major federal, state, and private grants; and
- advance and coordinate MOCR's budget priorities with Office of Management and Budget (OMB), City agencies, and other funders.

This position will also be responsible for tracking grant funding eligibility criteria and reporting requirements and working with MOCR teams and partner agencies to ensure grant eligibility criteria and requirements are met and implemented. Finally, this position will also lead MOCR efforts to develop policy proposals to create new and innovative funding streams for adaptation projects—including but not limited to resiliency financing, replenishing funds, assessment districts—to fund future MOCR work, and mechanisms to ensure that the City is investing in adaptation in an equitable way, prioritizing low income neighborhoods and communities of color, neighborhoods most vulnerable to climate risks, and neighborhoods that have suffered from a history of under investment

This position will work in close partnership with MOCR's External Affairs team, OMB, and the Offices of Federal and State Affairs to explore available funding sources and monitor and track funding for resiliency measures in the City. The position reports to the Deputy Director for Program Coordination and Delivery, and will work with all MOCR teams to understand and support funding priorities and requests.

The Program Coordination and Delivery team is a cross-cutting, functional team in MOCR, providing support across a large portfolio of resiliency projects and programs being delivered by MOCR and City agencies. Among other roles, the team provides tailored technical and strategic thinking for MOCR efforts to advance funding goals for the City's resiliency program, including governmental grants, financing, and philanthropic sources. The team works with MOCR staff and agency partners to advance program and project delivery milestones and troubleshoot challenges. The team also serves as a central point of coordination for MOCR on strategy development. As a member of this cross-cutting team, the Senior Policy Advisor will support strategic thinking and initiative/project planning with a nuanced understanding of the City's budget process and funding and financing sources available to support Citywide resiliency efforts. Above all, a passion for stakeholder engagement, multi-agency team management, and problem solving are required to succeed in this role.

Responsibilities include, but are not limited to:

- Execute MOCR's efforts to secure funding for resiliency initiatives, studies, and projects working through the City's budget cycle with OMB, cultivate new streams of public financing, and secure State and Federal funding, and oversee associated reporting to funding agencies.
- Explore and promote the availability of new sources of funding for resiliency programs and infrastructure, including philanthropic and third party funds, public/private partnerships, and commitment of current City resources to advancing resiliency components of projects
- Liaise with City agencies and OMB on pertinent resilience-related funding, policy and governance issues, as required.
- Engage with OMB, State, and Federal funding sources to support the delivery of a portfolio of coastal protection projects for which MOCR is the main client or central point of coordination for the City.

- Support MOCR's organizational planning related to fiscal management, funding sources, and procurement services to ensure sustainability of MOCR's mission in the long-term.
- Develop funding, financing, and governance policy proposals and initiatives.
- Support MOCR staff on contract and grant management and budget needs
- Collaborate on major strategy development and monitoring initiatives within MOCR and our partners, including mechanisms to track City resiliency spending and MOCR's inputs into OneNYC updates and Progress Reports.
- Other duties, as assigned.

PREFERRED QUALIFICATIONS AND/OR SKILLS:

- Graduate degree and/or at least five (5) years of full-time relevant professional experience in a field related to this position.
- Background in finance, asset management, capital budget, or public policy is essential, *in addition to at least one of the following*: an understanding of issues relating to resiliency in an urban setting and/or the interplay of coastal resiliency, equity, the built environment, energy, urban planning and economic development; knowledge of Federal and State funding mechanisms for disaster recovery and resiliency programs; demonstrated experience managing procurement processes for capital programs and technical services; experience in philanthropic fundraising and grant management.
- Knowledge of New York City's governmental structure and Federal and State funding context is a must, while knowledge of the city's philanthropy landscape is an advantage.
- Attention to detail and excellent organizational skills, which include and are not limited to the ability to manage complex projects, coordinate interagency programs, and maintain control of analytical details while balancing large-scale program objectives.
- Experience managing public procurement processes, defining scopes of work, and/or managing the work of third-party service providers is an advantage.
- Demonstrated experience leading and managing interactions with senior City staff to prioritize and advance budget objectives, and an ability to gain the support of stakeholders across City agencies and State and Federal partners.
- Willingness to work as part of a team environment, and ability to adapt to change and shifting priorities. Can work and collaborate cross-functionally to accomplish greater goals as a team.
- Excellent communication and interpersonal skills, particularly in terms of communicating complex issues to audiences with varying levels of technical understanding.

SALARY:

Commensurate with experience

TO APPLY:

Please send a copy of your resume, a cover letter, 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.

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.

As of August 2, 2021, all new hires must be vaccinated against the COVID-19 virus, unless they have been granted a reasonable accommodation for religion or disability. If you are offered city employment, this requirement must be met by your date of hire, unless a reasonable accommodation for exemption is received and approved by the hiring agency.