

**EXECUTIVE VICE PRESIDENT
(NEW YORK CITY PUBLIC HOUSING PRESERVATION TRUST)**

Duties Statement:

These positions shall report directly to the President (New York City Public Housing Preservation Trust) "President," a position established pursuant to Article XV, §628, 7., of the Laws of 2022, amending the public housing law and the administrative code of the city of New York, wherein the President shall be the chief executive officer of the New York City Public Housing Preservation Trust "Trust" and shall be responsible for the discharge of the executive and administrative functions and powers of the Trust, including the exercise of any powers delegated by the Board of Trustees of the Trust to the President. The President position is thus jurisdictionally set pursuant to Civil Service Law § 35(e) in the Unclassified Service in that it is the head of a department of the government who is vested with authority, direction and control over a department, and who has power and authority to appoint and remove officers and employees therein.

Each of the Executive Vice Presidents (New York City Public Housing Preservation Trust) shall be in the Exempt Class pursuant to Civil Service Law § 41(b) and thus serve in an office and/or position that will function as the deputy of the principal executive officer authorized by law to act generally for and in place of their principals, as contemplated by such officer status referenced in CSL § 35(e) above, or otherwise pursuant to CSL § 41(e) in that may be other subordinate offices or positions, the filling of which competitive or non-competitive examination may be found to be not practicable.

Each of the Executive Vice Presidents (New York City Public Housing Preservation Trust) will serve on a highly confidential basis to the President as part of the President's senior management team and have very broad latitude for independent judgment, action, and decision making. They will advise the President on strategic matters and engage in policy making for the Trust, liaise with their counterparts at the New York City Housing Authority "NYCHA," and manage the day-to-day operations of the Trust in one or more of these key functional areas:

- Procurement and Contract Management
- Finance
- Asset and Capital Management
- Property Management
- Community Engagement
- Intergovernmental Relations
- Administration
- Information Technology