

## **DHCD (MA Department of Housing and Community Development)**

The Counsel II is a position within Department of Housing and Community Development (DHCD) Legal Division which is comprised of 25 staff members. The Counsel II provides legal services and support to DHCD staff, the Attorney General's Office, local officials and other stakeholders.

A demonstrated knowledge of land use programs including M.G.L. Chapter 40B and Chapter 40R; Community Development Block Grant (CDBG) or federal grant funding compliance requirements; community development; housing and rental assistance programs; and administrative procedures deliberations is essential. Additional duties include, but are not limited to, drafting and reviewing rules, regulations, guidelines, legal opinions and legislation.

The ideal candidate possesses excellent writing, legal research, and advocacy skills, demonstrating sound decision-making and advice. They utilize exceptional analytical and communication skills, take the initiative, manage and prioritize multiple assignments and meet tight deadlines. Lastly, the incumbent has demonstrated proficiency using Microsoft (MS) Word, Excel and PowerPoint.

Department of Housing and Community Development (DHCD) is within Housing and Economic Development Secretariat. DHCD's mission is to strengthen cities, towns and neighborhoods to enhance the quality of life of Massachusetts residents by providing leadership, professional assistance and financial resources to promote safe, decent affordable housing opportunities, economic vitality of communities and sound municipal management.

For more information and to apply online please visit  
<https://massanf.taleo.net/careersection/ex/jobdetail.ftl?job=2200032Q>