



Gans, Gans & Associates



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www.gansgans.com



The Housing Authority of the City of Pittsburgh (HACP) is a municipal corporation, formed under the United States Housing Act of 1937, charged with providing decent, affordable housing for low-income persons.

The Authority is governed by a board of Directors, which establishes goals, approves policy and budgets, and provides general direction to the HACP Executive Staff.

HACP provides publicly assisted housing comprised of traditional public housing, scattered sites and Housing Choice Vouchers (Section 8). They currently house more than 20,000 Pittsburghers, manage more than 4,000 public housing units, and provide oversight of an additional 900 mixed-finance units.

More than half of HACP residents live in privately-managed rental properties located throughout the City of Pittsburgh, through their participation in the Housing Choice Voucher Program (Section 8).

HACP's purpose is to develop and make available affordable, safe housing and help families achieve the independence they strive for. A brighter future is always within reach thanks to the commitment of HACP.

Position Summary

This is an administrative position in the legal department requiring both professional legal knowledge and expertise and administrative ability. The General Counsel is responsible for representing and/or supervising the representation of the Housing Authority in all legal matters including those matters assigned to outside special counsel. In addition, the General Counsel will provide legal counsel and advice to the Executive Director and Board.

Essential Functions

- Meet with Executive Staff to review and preview the day's assignments for the various departments.
- Handle the HOPE VI and other such programs Finance and Real Estate Transaction work on the Authority in conjunction with outside counsel
- Meet with the Board Committee dealing with "legal matters" and advise the Committee of potential liability issues facing the Authority.
- Meet with the Executive Director and Executive staff regarding agency operations and problems.
- Represent the Authority at HUD sponsored events and participate in developing policy changes affecting Public Housing.
- Represent and/or supervise the representation of the Housing Authority in all legal matters, including those assigned to outside special counsel.
- Review, prepare, or amend all contracts and contractual documents, including leases, letters, and other documents, for compliance with local, state, and federal law, regulations, etc., and conformance to HACP policy and HUD regulations, or supervise the performance of same.
- Review all legislative and administrative regulations from funding government bodies and make recommendations to the Executive Director.
- Render legal opinions to the Board of Directors, Executive Director and other Directors and staff as required or supervise the performance of same.
- Represent, or supervise the representation of HACP in meetings, hearings, and court actions involving legal issues surrounding housing, contracts, insurance, real estate, employment issues, and other necessary matters. Make reports and recommendations to the Executive Director in resolving proper cases.
- Direct the eviction process, assuring appropriate preparation, issuance, and coordination of all evictions.
- Assure the maintenance of records and prepare regular reports of the Legal Division's activities, status of work, and outcomes.
- Serve as the primary representative for all civil rights matters, including reviews, reports, and compliance. Attend meetings, conduct or supervise investigations, attend hearing/court actions, recommend policy/procedure/resolution.
- Represent the Authority and/or serve as hearing officer at housing grievances when necessary.
- Provide direct legal support to the Board of Directors and Executive Director, and provide or supervise the provision of legal support to the Directors and other staff as appropriate in representing HACP's interests.
- Reduce the HACP's overall reliance on outside counsel.
- The Chief Contracting Officer is authorized to enter into and/or administer contracts and make related determinations and findings.

Behavioral Competencies

This position requires the incumbent to exhibit the following behavioral skills:

Commitment

Sets high standards of performance; pursues aggressive goals and works hard/smart to achieve them; strives for results and success; conveys a sense of urgency and brings issues to closure; and persists despite obstacles and opposition

Customer Service

Meets/exceeds the expectations and requirements of internal and external customers; identifies, understands monitors and measures the needs of both internal and external customers; talks and acts with customers in mind; and recognizes working colleagues as customers

Effective Communication

Ensures important information is passed to those who need to know; conveys necessary information clearly and effectively orally or in writing; demonstrates attention to, and conveys understanding of, the comments and questions of others; and listens effectively

Responsiveness and Accountability

Demonstrates a high level of conscientiousness; holds oneself personally responsible for one's own work; and does fair share of work

Teamwork

Balances team and individual responsibilities; exhibits objectivity and openness to others' views; gives and welcomes feedback; contributes to building a positive team spirit; puts success of team above own interests; supports everyone's efforts to succeed

Technical Skills

Working knowledge of contract, housing, real estate, and employment law. Familiarity with HUD regulations preferred. Ability to practice law at local, state, and federal levels. Must be proficient in managing people and caseloads. Highly skilled in verbal and written communication. Mature and well-developed interpersonal skills as applied to interactions with superiors, co-workers, peers, and the general public. Employment will require City of Pittsburgh residency.

Education & Experience

A Juris Doctorate and a law license from the Commonwealth of Pennsylvania are required and a minimum of ten years' experience with demonstrated expertise in litigation, contract, housing, real estate, and employment law are required. In addition, a minimum of five years' administrative experience in the public or private sector are necessary.

How to Apply

If you are interested in this exceptional opportunity, please submit a detailed resume immediately to:

Kimberly Sallie

Gans, Gans & Associates

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Phone: (813) 986-4441 ext. 7111

E-mail: kimberly@gansgans.com

Should you have any questions in consideration of your own interest, or a referral of a colleague, please contact us at the number above.



Pittsburgh is a city in the Commonwealth of Pennsylvania, and is the county seat of Allegheny County. As of 2017, a total population of 305,704 lives within the city limits, making it the 63rd-largest city in the U.S.

Located at the confluence of the Allegheny, Monongahela, and Ohio Rivers, Pittsburgh is known as both "the Steel City" for its more than 300 steel-related businesses, and as the "City of Bridges" for its 446 bridges. The city features 30 skyscrapers, two inclines, a pre-revolutionary fortification and the Point State Park at the confluence of the rivers.

Aside from steel, Pittsburgh has led in manufacturing of aluminum, glass, shipbuilding, petroleum, foods, sports, transportation, computing, autos, and electronics.

Today, Google, Apple, Bosch, Facebook, Uber, Nokia, Autodesk, and IBM are among 1,600 technology firms generating \$20.7 billion in annual Pittsburgh payrolls. The area has served as the long-time federal agency headquarters for cyber defense, software engineering, robotics, energy research and the nuclear navy. The area is home to 68 colleges and universities, including research and development leaders Carnegie Mellon University and the University of Pittsburgh. The nation's fifth-largest bank, eight Fortune 500 companies, and six of the top 300 U.S. law firms make their global headquarters in the Pittsburgh area, while RAND, BNY Mellon, Nova, FedEx, Bayer and NIOSH have regional bases that helped Pittsburgh become the sixth-best area for U.S. job growth.

In 2015, Pittsburgh was listed among the "eleven most livable cities in the world"; The Economist's Global Liveability Ranking placed Pittsburgh as the first- or second-most livable city in the United States in 2005, 2009, 2011, 2012 and 2014. The region is a hub for Leadership in Energy and Environmental Design, sustainable energy, and energy extraction.

Entertainment

Pittsburgh has a rich history in arts and culture dating from 19th century industrialists commissioning and donating public works, such as Heinz Hall for the Performing Arts and the Benedum Center, home to the Pittsburgh Symphony Orchestra and Pittsburgh Opera, respectively as well as such groups as the River City Brass Band and the Pittsburgh Youth Symphony Orchestra.

Pittsburgh has a long tradition of jazz, blues, and bluegrass music. The National Negro Opera Company was founded in the city as the first all African-American opera company in the United States. This led to the prominence of African-American singers like Leontyne Price in the world of opera. Pittsburgh has many small and mid-size arts organizations including the Pittsburgh Irish and Classical Theatre, Quantum Theatre, the Renaissance and Baroque Society of Pittsburgh, and the early music ensemble Chatham Baroque. Several choirs and singing groups are also present at the cities' universities; some of the most notable include the Pitt Men's Glee Club and the Heinz Chapel Choir.

Pittsburgh Dance Council and the Pittsburgh Ballet Theater host a variety of dance events. Polka, folk, square, and round dancing have a long history in the city and are celebrated by the world-famous Duquesne University Tamburitzans, a multicultural academy dedicated to the preservation and presentation of folk songs and dance.

Hundreds of major films have been shot partially or wholly in Pittsburgh. The Dark Knight Rises was largely filmed in Downtown, Oakland, and the North Shore. Pittsburgh has also teamed up with a Los Angeles-based production company, and has built the largest and most advanced movie studio in the eastern United States.

Pittsburgh's major art museums include the Andy Warhol Museum, the Carnegie Museum of Art, the Frick Art & Historical Center, Pittsburgh Center for the Arts, and the Mattress Factory. The ToonSeum, one of three museums in the US dedicated to cartoon art, is located downtown. The Carnegie Museum of Natural History is the fourth ranked natural history museum in the US and has extensive dinosaur, mineral, animal, and Egyptian collections. The Carnegie Science Center and associated SportsWorks has interactive technology and science exhibits. The Senator John Heinz History Center and Western Pennsylvania Sports Museum is a Smithsonian affiliated regional history museum located in the Strip District and its associated Fort Pitt Museum is located in Point State Park. Soldiers and Sailors Memorial Hall and Museum in Oakland

houses Western Pennsylvania military exhibits from the Civil War to present. The Children's Museum of Pittsburgh on the North Side features interactive exhibits for children. The eclectic Bayernhof Music Museum is six miles (9 km) from downtown while The Clemente Museum is located in the city's Lawrenceville section. The Cathedral of Learning's Nationality Rooms showcase pre-19th century learning environments from around the world. There are regular guided and self-guided architectural tours in numerous neighborhoods. Downtown's cultural district hosts quarterly Gallery Crawls and the annual Three Rivers Arts Festival. Pittsburgh is home to many art galleries and centers including the Miller Gallery at Carnegie Mellon University, University Art Gallery of the University of Pittsburgh, the American Jewish Museum, and the Wood Street Galleries.

Pittsburgh is home to the popular amusement park Kennywood. The Pittsburgh Zoo and PPG Aquarium, Phipps Conservatory and Botanical Gardens, and the National Aviary have served the city for over a century.

Pittsburgh is home to one of the several state licensed casinos. The Rivers Casino is located on the North Shore along the Ohio River, just west of Carnegie Science Center and Heinz Field.

Livability

Pittsburgh often places high in lists of the nation's most livable cities. After placing fourth and first in the first two editions of Places Rated Almanac, Pittsburgh finished third in 1989, fifth in 1993, 14th in 1997, and 12th in 2000, before reclaiming the number one spot in 2007. The survey's primary author, David Savageau, has noted that Pittsburgh is the only city to finish in the top 20 of every edition.

In 2005, 2009, and 2011, Pittsburgh was named the most livable city in the United States and in those years, between the 26th- and 29th-most livable cities worldwide by The Economist. Pittsburgh ranked No. 28 in the book Cities Ranked and Rated (2004) by Bert Sperling and Peter Sander.

In 2010, Forbes and Yahoo! listed Pittsburgh as the most livable city in the United States. A month later, Forbes named Pittsburgh the 7th best place to raise a family. Pittsburgh was ranked the 4th best city for working mothers by Forbes in 2010 and the city was ranked as one of the best for entrepreneurs by Entrepreneur. Forbes named Pittsburgh, in an 8-way tie, the world's 10th cleanest city for 2007.

The Economist Intelligence Unit named Pittsburgh the top place to live in the United States in 2011, and behind only Honolulu for 2012 and 2014.

The city was listed among the 10 best U.S. places to retire in 2012 by CBS Money Watch and U.S. News. In February 2013 Forbes again placed Pittsburgh among its 10 most unexpectedly romantic world locations. In April 2014, Niche rated Pittsburgh the 15th best city for millennials.

Livability rankings typically consider factors such as cost of living, crime, and cultural opportunities. Pittsburgh also has five city parks and several parks managed by the Nature Conservancy, the largest of which, Frick Park, provides a 664 acres of woodland park with extensive hiking and biking trails throughout steep valleys and wooded slopes. Birding enthusiasts love to visit Clayton Hill area of Frick Park, where well over 100 species of birds have been recorded.

Enhancing Pittsburgh's livability is that the area faces little natural disaster risk such as an earthquake, hurricane, wildfire, or tornado. Forbes ranked Pittsburgh as having the 2nd lowest natural disaster risk in the nation for 2009. Greater Pittsburgh is not entirely free of natural disasters, however. Residents living in extremely low-lying areas near the rivers or one of the 1,400 creeks and streams experience occasional floods, such as those caused when the remnants of Hurricane Ivan hit rainfall records in 2004. River flooding is relatively rare due to federal flood control efforts extensively managing locks, dams, and reservoirs. Residents living near smaller tributary streams are less protected from occasional flooding, and the cost of a comprehensive flood control program for the region has been estimated at a prohibitive \$50 billion.

Sports

Pittsburgh hosted the first professional football game and the first World Series. The city boasts several professional teams and in 2009 the city has won the Sporting News title of "Best Sports City" in the United States, and Sperling's Best Places "top 15 cities for baseball" in 2013. College sports also have large followings with the University of Pittsburgh in football and sharing Division I basketball fans with Robert Morris and Duquesne.

Pittsburgh's dedication to sports has a long history with its major professional sports teams—the Steelers of the National Football League, the Penguins of the National Hockey League, and the Pirates of Major League Baseball—share the same team colors, the official city colors of black and gold. This tradition of solidarity is unique to Pittsburgh. The black-and-gold color scheme has since become widely associated with the city and personified in its famous Terrible Towel.

"Rails to Trails", has converted miles of former rail tracks to recreational trails, including a Pittsburgh-Washington D.C. bike/walking trail. Several mountain biking trails are located within the city and suburbs, Frick Park has biking trails and Hartwood Acres Park has many miles of single track trails.

<https://en.wikipedia.org/wiki/Pittsburgh>