



DIRECTOR OF DEVELOPMENT

Who We Are

Community Land Trust Group of Societies (CLT) is a non-profit, social purpose real estate developer whose purpose is to create, preserve and steward permanently affordable homes in diverse and mixed-income communities. We are owned by the Co-operative Housing Federation of BC (CHF BC) and are responsible to grow the stock of permanently affordable homes so that low and middle income residents – including those who are marginalized and at-risk – can secure and sustain their homes, enrich our communities, & continue to build the collective social wealth.

Who We Are Looking For

We are currently seeking a Director of Development to join our team and play an integral role in the growth of our organization. You are real estate professional with a proven track record who is passionate and energetic about making a difference in the Community Housing Sector. You have experience in complex multi-family and mixed-use developments from project inception to completion and can bring a strong level of ability to influence, build relationships and collaborate with all project stake holders. You take pride in and will be responsible for the CLT development team to cultivate organizational culture and maintain relationships with internal and external project teams. You are searching an opportunity and a company that fosters change.

Key Responsibilities

The Director of Development will be responsible to oversee all of CLT's development projects to execute strategic initiatives in accordance with approved visions, budgets, scope and schedules.

Primary Responsibilities:

- Performs key Development Management functions for assigned projects that will include management of partner relations
- Ability to lead owner rep meetings in a thoughtful cooperative manner and ensures legal agreement requirements and commitments are met
- Manage government development and planning approvals, strategies and negotiations
- Manage consultant relationship including project management of third-party consultants including architects, engineers, planners and designers, construction managers, property manager
- Prepare business cases for development proposals (funding requirements, proformas, civic strategy) for executive and approval

- Lead the CLT development team and be accountable for budget, proforma, scope and schedule
- Direct and mentor the CLT development team
- Participate in and contribute to project construction strategy and coordinating activities
- Closely monitor construction activities to ensure project execution meets CLT and partner standards
- Provide inspirational leadership to the CLT team and related entities as well as consultants and service providers
- Develop supportive relationships with colleagues using collaborative, cross-functional, strategic relationships to facilitate the accomplishment of project
- Participate in establishing objectives, policies and best practices that ensure successful risk informed real estate developments

Education and Experience:

- A degree from a recognized educational institute in real estate, architecture, planning, finance, law, business or another related field
- 10+ years of recent and related experience in real estate development and planning
- Self-motivated, self-starter and highly proactive
- Experience with leading or managing internal and external teams
- Experience working with municipalities within Metro Vancouver is an asset
- Strong planning, organizational and facilitation skills
- Strong communication and social media skills. Someone who is both detail and relationship oriented, and who will quickly develop credibility and rapport externally and internally with the team and other departments in a respectful manner
- Strong verbal and written presentation skills including the ability to communicate complex ideas in a simple way and tailor key messages and presentation style to multiple audiences
- Strong understanding of legal contracts and title documents
- Strong understanding of municipal governance structures, as well as where provincial and federal authorities can impact development and funding opportunities
- Highly collaborative and can operate with a high level of authenticity and transparency
- Judgment and decision-making ability
- Attention to detail and accuracy
- Time management skills with a keen ability to multi-task and prioritize
- Proven ability in a deadline-driven environment
- Knowledge of Microsoft products (Excel, Word, PowerPoint, etc.)

Salary commensurate with experience. Additionally, we offer a comprehensive benefits package including retirement and education allowances.

Ability to travel is required.

Please send your resume and cover letter outlining your background and why you want a career in the Community Housing Sector to careers@cltrust.ca.

