

Catalyst Community Developments Society is a not-for-profit developer with over 600 units of affordable rental housing and 60,000 sq. ft. of retail, office and community space currently in various stages of development and operations across BC. We have significant additional opportunities currently being considered. We are a group of smart, hard-working, dedicated people. We enjoy what we do and believe strongly in Catalyst's mission.

We are currently seeking a **Development Manager** to join our team. This role fits within Catalyst's Project Delivery group that is responsible for taking projects through design, municipal approvals and construction. Reporting directly to the VP Development, the Development Manager is responsible for multiple projects in various stages of development.

RESPONSIBILITIES:

- Hiring and managing consultants, contractors and other service providers through design, regulatory approvals and construction.
- Working with municipal staff on subdivisions, OCP amendments, rezonings, development and building permit applications and approvals.
- Building and maintaining relationships with project partners, funders and stakeholders.
- Reporting to partners and funders.
- Community engagement and marketing.
- Project management tasks such as invoice review and approval, budget projections, cash flow updates, schedule maintenance and quality assurance.

Qualities:

- Hard working, energetic and an ability to thrive in a busy atmosphere.
- Enjoys learning and developing new skills.
- Smart, strong analytical skills, curious, and an ability to learn quickly.
- Ability to persevere through challenges and maintain a positive outlook.
- Enjoys being part of a team and recognizes the importance of each team member and their roles.
- A keen interest in affordable housing and thoughtful community development.

Qualifications/Experience:

- Degree/Diploma in management/business, real estate, planning, architecture, engineering, or similar.
- Work experience that demonstrates an ability to thrive in this position.

If you are interested in this role at Catalyst, please send your resume in pdf format to nicole@catalystcommdev.org with "Catalyst - Development Manager" in the subject line. We look forward to hearing from you. This is a full-time position located in Vancouver, BC. This posting will remain open until filled.