

Development Manager

Terra Housing, Vancouver, BC

Terra Housing Consultants is one of Canada's most experienced development management firms, with over 270 completed projects comprising more than 12,000 units. Terra specializes in Social Purpose Real Estate: using land and development as powerful tools to create community benefit.

We are looking for a Development Manager who is excited about real estate development and being part of a dynamic and diverse team of professionals. The Development Manager's core role is to manage the development and implementation of social purpose real estate projects. The Development Manager ensures that these projects are completed successfully on time, on budget, and in accordance with client objectives. This is done in consultation with a supervising Terra principal and the support of Terra staff, office infrastructure, and administrative systems. Terra supports ongoing professional skills development for staff.

Duties and Responsibilities:

- Lead the implementation of successful proposals
- Assist the client to clarify their objectives and resources
- Assist the client to develop their business plan
- Assemble and co-ordinate the development team including tendering and contract preparation
- Ensure that the contractual structure among the development partners reflects the business plan
- Manage project workflow
- Coordinate and document construction lending requirements and working liaising with BC Housing and CMHC
- Develop, monitor and update the project scope, budget and schedule
- Complete monthly project reporting including change order management and quality assurance.
- Facilitate regular project meetings
- Assist the development team to resolve conflicting objectives
- Ensure that project milestones are achieved and documented
- Contribute to the ongoing improvement of administrative systems and procedures

Knowledge, Skills and Abilities:

- Demonstrated ability to implement complex objectives in a group setting
- Strong finance and financial modeling skills
- Strong communication skills both written and verbal
- Ability to manage multiple projects and competing demands simultaneously
- Minimum of 10 years of related experience in the real estate and/or construction sectors
- Knowledge of the construction, appraisal, feasibility analysis, community consultation and municipal development approval processes
- Client focused and able to negotiate and resolve conflict
- Knowledge of governments and foundations funding mechanisms and approval processes
- Related professional training is desirable, including Project Management Professional designation

Working Environment and Hours:

The Development Manager works a minimum of 1,750 hours to a maximum of 2,000 hours per year. Evening and weekend meetings are sometimes required, as is travel to client sites in the Lower Mainland and, occasionally, throughout British Columbia.

Remuneration:

This position is paid hourly, not as salary. Compensation will be commensurate with experience.

Terra maintains an extended benefits program including: group life insurance, accidental death and dismemberment insurance, long term disability insurance, extended health, professional counselling and dental insurance.

Application:

We ask that you submit a covering letter and resume to careers@terrahousing.ca outlining your reasons for applying and how you feel that your experience and goals are well suited to this position. We thank all applicants for their interest, however, only those under consideration will be contacted.