

## Real Estate Development Manager

Musqueam Capital Corporation (MCC) was created in 2012 to replace the Musqueam Economic Development Department and is the economic development arm of the Musqueam Indian Band (MIB). MCC is responsible for the development of Musqueam's lands, acts as an asset manager for Musqueam's existing real estate holdings, and creates economic opportunities through business partnerships.

MCC is currently in search for a Real Estate Development Manager to lead the execution of multiple projects, including leading internal and external teams in delivering successful projects. Reporting to the Director of Development, the Development Manager will support the business by providing timely and detailed reporting of the design, approval, and delivery, including financial viability of development projects.

### **JOB RESPONSIBILITIES:**

- Representing MCC in interactions with municipal staff and politicians in support of our applications and issuance of rezoning, development and building permits both off and on reserve projects.
- Actively participate in industry and policy consultations, effectively communicating and reacting to impacts to MCC projects and assets in real time.
- Lead public engagement activities, including being the public interface for MCC with the community, Musqueam Indian Band Stakeholders, and other external stakeholders.
- Assisting with acquisitions, due diligence, and analysis, determining, and making recommendations on the feasibility of multiple development scenarios
- Project reporting, including the creation and management of business plans and development proformas
- Brings entrepreneurial spirit to development management, taking clear responsibility for the successful execution of a project, understanding it strategically and as a business

### **REQUIRED KNOWLEDGE, SKILLS & ABILITIES:**

- Excellent understanding of the real estate market including general market analytics and trends, project launches and competitor awareness, and land regulation policies
- Established network of contacts within the municipal, consultant and development communities
- Excellent organizational, time management and prioritization skills including the ability to multitask with competing priorities
- Excellent understanding of business professionalism and the ability to work effectively under pressure within a fast-paced team environment
- Effective communication and interpersonal skills (both written and verbal) are required, along with demonstrable success in leading project teams to a common goal
- Exceptional problem-solving skills and ability to balance multiple perspectives with a positive attitude and a desire to help others
- Strong computer skills and proficiency in MS Office applications including, Excel, Outlook, and Word

## EDUCATION & EXPERIENCE SUMMARY:

You will lead research, business planning and financial analysis, development team composition and coordination, development approvals and construction coordination, policy, analytical and strategic support to the Strategy & Consulting team.

- This role requires a strategic and proactive thinker who can anticipate potential risks. What You Bring University degree in Architecture, Engineering, Urban Planning or Urban Land Economics.
- Minimum of Seven (7) years' experience with experience in multiple full cycle project management from business development to project close out.
- Exceptional analytical skills, good business judgement and strong ability to think through a range of possibilities and scenarios and clearly communicate these possibilities to a wide range of parties.
- Knowledge of regulatory and planning processes and policies, Provincial Planning Act, current development processes and trends, Experience in First Nation projects is an added advantage.
- Knowledge of various types of construction methodologies, project management models and financial management as well as building codes, zoning bylaws and contract law.
- Strong management and organizational skills. Good communicator, motivated, diligent, energetic, and positive attitude.
- Ability to take direction and implement the development program in accordance with the project objectives.
- Proven success for building and sustaining strong relationships with team members and partners, including community stakeholders and government authorities.
- You have an ability to lead, monitor, and be accountable for successful completion of projects within budget, from project feasibility through to project close out, for assigned real estate projects, developing strong client relationships, and acting as the client's single point of contact throughout the entire project to achieve client's development goals.
- You will oversee the procurements of design consultants in accordance with an approved pro forma and approved pre-development budget.
- You will balance profit maximization while maintaining design quality.
- You can manage and lead discussions and meetings with all relevant parties, including but not limited to clients, vendors, stakeholders, and municipal authorities with an objective in achieving a successful outcome.
- You will develop and maintain effective relationships with partners, consultants, community stakeholders, and government authorities.
- You will review and provide feedback to the architects and other design consultants through project design bearing in mind construction costs, layouts, client objectives, market trends and the target market for each specific project.
- You have a comprehensive understanding of risk register and will maintain one as part of your work.
- You will advise on conflict resolution between various groups including but not limited to, clients, stakeholders, internal parties, municipalities, contractors, consultants, during development and construction phases.



- Prepare and present project objectives, budgets, and project schedules for approval by senior management; support staff in providing necessary updates as required.
- In conjunction with the Director of Development, monitor construction documents phase for compliance with development objectives and municipal permits.

#### **WORKING CONDITIONS:**

- This position is based out of the MCC office
- Successful Criminal Record Check

#### **COMPENSATION PACKAGE:**

Industry standard compensation package with great company benefits plan as well as a company RRSP matching program.

#### **APPLICATION PROCESS:**

Candidates meeting the criteria above are encouraged to submit their resume with a formal cover letter to [jloconte@musqueamcapital.ca](mailto:jloconte@musqueamcapital.ca). While we thank all candidates for their interest, only select individuals will be contacted for follow-up.