



Northwest Bronx Community and Clergy Coalition
103 East 196th Street
Bronx, NY 10468

Community Development Project Manager

The NWBCCC is a 48-year old grassroots member-led community-based organization that unites individuals and institutions to fight for racial justice and economic democracy. NWBCCC uses direct action community organizing to address affordable housing, public education, immigrant rights, youth, health justice, voting rights, and economic development issues, and to fight for broader policy change in these and other areas.

Community Land Trusts have gained tremendous traction across NYC and particularly in the Bronx as a strategy to address the ever increasing risks of displacement. The Bronx has recently fallen under the emboldened magnifying glass of for-profit real estate development. In January 2020, the Northwest Bronx Community and Clergy Coalition (NWBCCC) incorporated the Bronx Community Land Trust (Bronx CLT), a Bronx-wide community land trust that aims to build and preserve safe, healthy, and deeply affordable housing for our racially and economically diverse residents as well as affordable commercial, industrial, and green spaces. Together with sister CLTs across the Bronx and city, the Bronx CLT works to advance community leadership, shared wealth, and collective governance over community land to create long-term sustainability, responsible planning, equitable development, and land stewardship that prevents displacement and restricts gentrification.

The Community Development Project Manager's main responsibilities will be to:

Responsibilities

- Research new project opportunities in keeping with the NWBCCC + BxCLT's missions
- Identify potential new projects, and collaborates with community stakeholders to develop community efforts to obtain site control, including the preparation of responses to public/private RFPs.
- Support communication and collaboration with the Bronx Community Land Trust on site identification, site acquisition and major project decisions.
- Coordinate major project milestones and decisions with Community Development Organizer to ensure community stakeholder involvement.
- Generate development budgets and pro forma to evaluate financial feasibility (collaboratively with any co-development partner).
- Obtain acquisition, construction, and permanent financing (with co-development partner).
- Develops schedules/timelines for project completion: predevelopment activities, and coordinates the underwriting and closing process, including document review.
- Coordinates the management of the development project with the co-developer team of the development of construction and/or renovation plans and during all phases of development/construction.
- Attend weekly staff meetings and trainings opportunities

Minimum Requirements

- Commitment to NWBCCC's and BxCLT's mission and values
- Ability to listen to community priorities and incorporate them into assigned projects.
- Excellent analytical, presentation, written, and oral communication skills.
- Proven experience working collaboratively with project teams, different levels of management, funders, government agencies, community members, and a wide variety of individuals.
- At least a Bachelor's degree in real estate development, finance, architecture, urban planning, or related disciplines.



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- Two to Four years of direct experience with affordable housing development and finance, and project manager experience.
- Experience and knowledge in housing and community development, especially affordable housing and the regulations and financing applicable to the industry in NYC.
- Ability to speak multiple languages a plus

Compensation

Competitive salary, (60K-75K) dependent on experience. Excellent benefits, including health and life insurance, tax-sheltered retirement plan, and vacation. Excellent training in community organizing and professional development opportunities.

To apply for this position, please email a cover letter and resume to organizingjobs@northwestbronx.org. Only those candidates selected for an interview will be contacted. Accepting resumes until the position is filled.

NWBCCC is an equal opportunity employer. We recruit, hire, train, and promote for all positions and job classifications without regard to race, color, religion, creed, gender, national origin, age, physical or mental disability, marital, veteran or disabled veteran status, sexual orientation, or any other status as a member of any other legally protected group or activity. People of color are strongly encouraged to apply.