

Project Manager, CAMBA Housing Ventures, Inc.

CAMBA Housing Ventures (CHV) envisions vital neighborhoods where affordable housing plays a critical role in the long-term economic and social success of lower-income individuals and families. CHV's mission is to develop sustainable and energy efficient buildings that provide safe and affordable housing for low-income and formerly homeless families and individuals. CHV's portfolio of award winning completed or in progress developments are located throughout New York City, including work-out acquisition, new construction, rehabilitation and preservation projects.

The **Project Manager** is responsible for:

- Assisting in management of all aspects of one or more affordable housing projects in various phases of project development: acquisition, financial feasibility, design, construction financing, closing, construction and/or redevelopment, conversion and project close-out.
- Participating in organizational tasks such as capacity development, grant/funding opportunities, CHV Board of Directors communication and CHV marketing activities;
- Interacting with funders on a regular basis.

MINIMUM EDUCATION/EXPERIENCE REQUIRED:

- Bachelor's degree and 5 years of multifamily real estate development experience, specifically with affordable housing experience. Experience with New York City affordable housing programs preferred.
- Knowledge of most aspects of general real estate development, including multifamily housing finance, design, construction and operations.
- Familiarity with local, state, federal and private housing development & finance programs. Working knowledge of local housing markets and conditions.
- Self-motivated and proactive with an established track record of accomplishing tasks effectively and independently.
- Strong interpersonal, written and verbal communication skills and proficiency in various computer software systems (Dropbox) and Microsoft Office (Outlook, Excel, Word, Power Point).

Benefits: Comprehensive benefits package, including medical, dental, vision and 403b retirement plan with employer match.

To Apply: Please submit your resume & cover letter to: submitresumes@camba.org.

Please include "Project Manager, CAMBA Housing Ventures, Inc." in the subject line of email.