



# Southside United H.D.F.C. – Los Sures®

*Developing and Preserving a Sustainable Community Since 1972*

Southside United HDFC, better known as "Los Sures®," is a community-based, non-profit organization that has served as an integral part in rebuilding the South Side of Williamsburg, Brooklyn for over 40 years. Through its Real Estate Development Department, Los Sures acquires and develops low-income housing for the community of Williamsburg in Brooklyn. To date, it has rehabilitated and constructed 2,950 units in over 300 buildings and has developed 43 co-ops, with 1,002 units. In addition, the organization purchased seven small vacant buildings, which were rehabilitated and sold to local residents. For more information, please visit us online at [www.southsideunitedhdfc.org](http://www.southsideunitedhdfc.org)

## **Real Estate Development Project Manager**

The Real Estate Development Project Manager will be an active partner in the development team by managing multiple phases of the real estate development process including pre-development activities on pending projects and due diligence on closing projects. The Project Manager should be prepared to perform financial modeling and feasibility as well as have technical knowledge of the legal and fiscal processes for development.

### **Responsibilities:**

- Initiates and evaluates new development opportunities. Together, with the Director of Real Estate Development evaluates potential sites to determine feasibility, negotiates purchase agreements, and secures financing for new projects.
- Handles the construction management and requisition process for multiple active projects.
- Acts as a technical resource regarding zoning and land use analysis.
- Assists in the transition of projects from development to property management department
- Prepares reports about community demographics and real estate market in Williamsburg/Bushwick area as needed.
- Participates in managing grant processes for projects including organizing and community oriented funding as well as housing development funding such as LIHTC applications.
- Performs outreach duties and public relations work as needed; attends neighborhood and community meetings.
- Assists in the hiring of the design team and other specialized consultants.
- Prepares periodic development activity reports. Organizes and provides staff support to Housing Development Committee.
- Maintains and periodically report on data related to energy consumption within the portfolio of buildings. Seek funding and resources that will facilitate a reduction in costs associated with these initiatives including but not limited to resident energy workshops, energy audits, and implementation of green cleaning, and low energy fixtures.
- Other duties as assigned.



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## **Qualifications:**

- Masters degree in related field (Urban Planning, Real Estate) preferred. At least 1 year of experience in affordable housing development.
- Candidates with a Bachelor's degree and relevant experience working in an Urban Planning or Real Estate capacity may be considered.
- An effective communicator, both written and oral.
- Strong analytical and problem solving skills.
- Self-motivated, good organizational skills, detail-oriented, ability to prioritize, multi-task and meet deadlines.

**Salary is commensurate with experience.**

To apply, please send your cover letter and resume to [ayu@lossures.org](mailto:ayu@lossures.org)