



## **Development Manager**

Burnaby Housing Authority

Location: Burnaby, BC (In-Office)

### **About the Burnaby Housing Authority**

As a mission-driven real estate development company, we focus on creating inclusive, sustainable residential communities that make a positive and lasting impact in the City of Burnaby. We're seeking a versatile, organized, and proactive professional to join our team in this important work.

### **Position Summary**

We are seeking a Development Manager to lead the execution of multiple real estate development projects across Burnaby. Reporting directly to the Chief Executive Officer, this individual will manage projects through all phases — from feasibility and acquisition through design, approvals, construction, and occupancy.

This role is ideal for a self-starter with full-cycle development experience, strong project management skills, and the ambition to take ownership of meaningful, city-shaping work.

### **Key Responsibilities**

- Lead the full development lifecycle of residential and mixed-use projects from early feasibility through to occupancy.
- Prepare and manage detailed project pro formas, budgets, schedules, and risk assessments.
- Coordinate and lead consultant teams including planners, architects, engineers, and legal advisors.
- Manage municipal approvals including rezonings, development permits, and building permits.
- Oversee legal and land title processes.
- Coordinate project financing processes and support executive reporting.
- Provide regular updates and strategic input to the CEO and executive team.
- Represent BHA at industry events and public meetings.
- Contribute to internal systems and best practices.

### **Qualifications & Experience**

- 5+ years of development experience.
- Strong financial acumen with experience maintaining detailed pro formas and budgets.
- Familiarity with development processes in Metro Vancouver, particularly Burnaby.



- Proven ability to manage consultant teams and stakeholder relationships.
- Experience with legal and land title processes.
- Bachelor's or Master's degree in Real Estate, Planning, Architecture, Engineering, or a related field.
- Excellent communication and leadership skills.
- Entrepreneurial mindset with strong initiative.

### **Why Join BHA**

- Lead city-shaping development projects.
- Be part of a growing, mission-driven developer.
- Work directly with executive leadership in an agile organization.
- Competitive compensation and performance incentives.

### **How to Apply**

Please submit your resume and cover letter to [info@burnabyhousingauthority.ca](mailto:info@burnabyhousingauthority.ca). Applications will be reviewed on a rolling basis.