



Development Manager

Townline Group of Companies is looking for a Development Manager for TL Housing Solutions Ltd.

TL Housing Solutions Ltd ("TL") is a developer/builder specializing in the non-market housing sector. We provide turn-key project management and design-build services on a fee for service basis. We access support and funding for non-profit organizations through all levels of Government and Crown funding agencies. We work with existing housing providers and groups seeking to enter the sector, such as churches, legions and other service organizations.

Over the past fifteen years, TL has delivered innovative housing solutions to a broad range of clients in the Lower Mainland and Vancouver Island. Over 3,300 units are completed or in progress for affordable rental and ownership, seniors, and healthcare. As an affiliate in the Townline Group of Companies, we have capitalized on a forty-year history of solid performance and have achieved a prominent position in the non-market space. Through these efforts we offer a significant way to give back to our community, delivering maximum value for our clients, our partners, and the people who rely on our homes.

We are a well-rounded company with proven teams specialized in the areas of Development, Affordable Housing, Finance, Acquisitions, Construction, Sales, Marketing and Customer Care all housed under one roof.

We offer ample opportunities for growth and development, a competitive compensation package, a comprehensive health benefits program and an on-site gym/wellness centre. TL Housing Solutions offers an industry leading Development Manager Bonus Program. As well, our office is conveniently located right on the Canada Line at Marine Gateway.

Currently we are in need of an experienced and dedicated Development Manager to join the team. The ideal candidate is a highly organized individual who is organized, an effective communicator, who is a creative problem solver and thrives in a collaborative team environment. This is an exciting opportunity for someone looking for experience in the rewarding field of social-purpose housing development and with one of BC's most respected and proven developers.

About the Role:

Reporting directly to the Director, Development, the Development Manager (DM) will be responsible for a diverse portfolio of projects from inception through to completion. The DM will work with our in-house construction team to effectively drive the development of projects in a manner that meets TL Housing's high standard of quality and customer satisfaction. Key aspects of the role include:

- Create and manage the full scope of a Development project;
- Work effectively with municipal counterparts to manage the approval process and secure all required approvals;
- Manage the relationship with non-profit partners, groups and stakeholders, understanding their unique needs and requirements;
- Work closely with funding and financing partners, such as BC Housing and CMHC;
- Lead and manage all of the consultants on a project team;
- Prepare and maintain detailed project proformas and cash flows through the development cycle;
- Establish and manage development schedules;



- Routinely communicate accounting and financial information to Finance and the Senior Management Team;
- Prepare applications for pre-development funding programs. Ensure compliance with requirements of project loans, grants and equity;
- Create and monitor amendments to all project-related legal documents;
- Represent the Company and the project to external communities and the general public;
- Be the point of contact and connect all internal departments involved through the Development process to manage projects to completion;
- Liaise with key external stakeholders throughout the project schedule and facilitate communication between various teams;
- Work collaboratively and maintain strong and constant communication with internal colleagues across departments (Marketing, Finance, Construction and Accounting);
- Provide guidance and mentorship to Development Coordinators;
- As required, assist in job closeout and warranty issues;
- Additional responsibilities as required.

About You:

To be successful in this role, you should bring a minimum of 4-5 years of relevant Development Management experience in real estate development, and you should be a self-starter who enjoys taking ownership of the success of your projects. You are intelligent, focused, driven, and an excellent relationship builder. You are passionate about non-market and social housing and understand the unique challenges that are often presented with this type of development. Most notably, you understand that the success of your project depends on all stakeholders working together towards a common goal. Travel is required to project sites and to meet with stakeholders. Key skillsets include:

- Bachelor's degree in Real Estate, Business, Urban Land Economics, Planning, Architecture or related field;
- Experience with non-profit affordable rental housing developments is an asset;
- Architectural background an asset;
- Strong working knowledge of MS Office, specifically MS Project and Excel
- Experience working with various levels of government, specifically familiarity with applicable housing programs and regulations including federal, provincial and local funding sources
- Results-oriented with the ability to interpret and effectively manage multiple and competing priorities and timelines;
- Strong management, mentoring, delegation, planning and leadership skills;
- Commitment to working in a team environment, with established team building abilities;
- Strong communication, integration, problem-solving and interpersonal skills;
- Ability to work effectively with a wide variety of people in a wide variety of positions.
- Understanding fundamentals of contracts and experience in managing contractors under the terms of a contract;
- Highly effective negotiation, diplomatic, and conflict resolutions skills;
- Demonstrated reputation for acting with a high level of integrity at all times;
- Demonstrated ability to exercise necessary cost control measures;
- Very well organized with flexibility to adjust to shifting priorities and deadlines;
- Possess a valid driver's license.

The Development Manager salary range is \$100,000 - \$125,000 plus an industry leading bonus program. The exact compensation offered will be dependent upon education and training, years of relevant experience, and internal equity.

If you don't meet all the requirements listed, we still encourage you to apply, as we're still eager to meet individuals who are aligned with Townline's core values and can contribute in a variety of ways - not just candidates who check all the boxes. Townline is all about the Team, and we take pride in providing a work environment where people grow, evolve, and feel appreciated.

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