

## Director of Leasing

### ABOUT SHAPE

SHAPE is the real estate investment, development and management company leading some of the largest and most exciting projects in North America including The Amazing Brentwood, The City of Lougheed and RC at CF Richmond Centre.

Through our fully integrated platform, SHAPE specializes in complete neighbourhoods with a top-calibre mix of shops, restaurants, residences, entertainment and a complete range of daily services on rapid transit. By executing on every stage of the real estate process, from land acquisition to property management, we are able to collaborate more efficiently, work seamlessly and perform at the highest level. Every SHAPE property reflects lasting vision, bold creativity and obsessive attention to detail.

Our projects are complex, our vision is simple: deliver social and financial value for generations. With a proven ability to raise the bar across our diverse portfolio of assets, we build on where we've been to push the edge of better: for industry standards, quality of life and return on investment.

### ABOUT THE ROLE

As an ambassador of SHAPE's exciting projects, the Director of Leasing will manage the leasing team in communicating with prospective tenants, preparing marketing information, and negotiating leases for available spaces within our projects and master-planned communities, whilst successfully conveying our brand and story. Working closely with SHAPE's leasing team and various departments, this role will help execute and contribute to innovative strategies for the assets, refine leasing processes as well as assist in overseeing the leasing for properties in the company's commercial portfolio.

### Primary Job Responsibilities

- Provide mentorship, leadership, and direction to the junior members of the leasing team as well as other members of SHAPE
- Be a passionate Project Ambassador with a central focus on optimization of the commercial portfolio through strategic leasing efforts



- Assist in the creation of current and long-term leasing/merchandising visions to appropriately prepare for and respond to consumer demands and site development progress
- Prepare, guide, and oversee annual leasing operating budgets
- Understand and advise financial deal metrics such as NER and yield, and other related financial measures
- Source prospective tenants, initiate new business relationships, as well as provide and analyze new opportunities within our commercial portfolio
- Conduct regular site visits to gain knowledge of the physical space including site construction progress
- Provide intuitive thoughts and ideas for improving and adding to SHAPE's business platform
- Work closely with all departments including operations, construction, tenant coordination, development, accounting and legal from prospecting to store opening
- Participation and analytics for negotiation and execution of lease transactions including new leases, renewals, and license agreements
- Assist in marketing strategies and demographic analysis studies
- Contribute to reporting as well as designated market research requests to support pitches and brokerage opportunities
- Collaborate with internal departments to collect and share information to effectively communicate and update our prospective tenants with accurate information
- Cultivate and maintain a strong and positive relationship with tenants, the brokerage community, and our communities
- Prepare data and actively participate in presentations to the co-owners and/or clients of our projects
- Attend and participate in industry-related conferences as required

## **Qualifications**

### ***Required Knowledge, Skills, and Abilities***

- Enthusiasm, positivity, and energy with a desire to succeed within the company
- Ability to make thoughtful decisions independently and provide solutions to challenging leasing scenarios
- Excellent communication and presentation skills with the ability to articulate deals, results, and trends to senior management

- Creative mindset with an ability to articulate ideas in a clear and concise manner in both written and oral communication forms
- Ability to work a flexible work schedule including accommodating travel requirements which include some overnight(s)
- Excellent time management and organization skills with the ability to adapt and prioritize in a fast-paced work environment
- Self-starter with impeccable interpersonal and collaboration skills; a team player
- Strong knowledge base of Canadian commercial real estate markets (strong emphasis in BC, AB, ON)
- Valid driver's license and vehicle ownership

### ***Required Training and Experience***

- 7+ years of experience in commercial leasing
- Bachelor's Degree in Business and/or Urban Land Economics or equivalent
- Active Real Estate Trading License (can be obtained upon hiring if not currently active)
- Ability to demonstrate success in leasing through specific examples
- Management experience, directly leading a team
- Member of NAIOP, CREW, or ICSC associations an asset

### **Working Conditions**

Based at our corporate office, located in downtown Vancouver, the successful candidate may expect a comfortable and collaborative work environment in a modern office setting. Due to the nature of the role, they may be required to travel to different sites on a regular basis, as well as visit other comparable competitive projects in the retail marketplace to ensure current and relevant asset management plans

Salary Range: \$150,000-175,000/year

To apply, please visit our website at <http://shape.ca/careers>