



Director, Asset Management  
Executive Vice President Real Estate and Development

**JOB TITLE:**

**SUPERVISOR:**

**DIVISION:** Head Office

**DEPARTMENT:** Real Estate and Development

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The Real Estate and Development Department is committed to delivering storied places and communities that celebrate Squamish Values. The role of Director, Asset Management will directly contribute to our objectives of creating long-term economic prosperity for the Nation and its Members and will provide leadership in the advancement of new and exciting projects throughout Squamish Nation Territory.

Our work assesses Squamish Nation lands and creates development plans that meet the Nation's social, environmental, cultural, economic, and political goals. Nch'kaý was established in 2018 as the economic development arm of the Skwxwú7mesh Úxwumixw, Squamish Nation. Our mandate is to develop, manage, and own the active businesses of the Nation, and allow for the separation of business and politics within the Squamish Nation.

### **JOINING OUR TEAM**

Director, Asset Management is a Permanent Full-Time position based at Nch'kaý's Head Office. Our Head Office is in West Vancouver, BC on the traditional, ancestral, and unceded territory of the Skwxwú7mesh (Squamish) Nation and its people. You will be working towards generating wealth and prosperity for the people of the Squamish Nation. You will be working with a supportive team. You will have the opportunity for continuous learning, development, and growth within your job and career.

We offer our Team Members generous benefits to help them achieve their goals and support our company culture. We are looking for Team Members who align with our values, Squamish Nation values – Úxwumixw (Community), Sté Imexw (Collective), Nexwníw (Pride), Wená xws (Empowerment, Respecting Others), Siyám in (Leadership, Everyone has a role to play), Snew íyelh



(Culture, Tradition, Resilience, Foundation, Teachings, Knowledge).

### **Scope of the Position**

The Director, Asset Management is a strategic leader responsible for overseeing all aspects of the company's real estate portfolio. This role encompasses asset management, leasing, property management, and financial performance. The ideal candidate will have a proven track record in driving value creation, optimizing portfolio performance, and fostering strong relationships with stakeholders.

### **Duties, Responsibilities, Authority and Accountabilities**

#### **Asset Management**

- Develop and implement asset management strategies to maximize the value of the real estate portfolio.
- Conduct regular portfolio reviews and identify opportunities for optimization and improvement.
- Oversee property acquisitions, dispositions, and recapitalizations.
- Align acquisition with community values and metrics.
- Monitor market trends and economic conditions to inform strategic decision-making.

#### **Leasing**

- Lead the leasing team to achieve occupancy and rental rate goals.
- Develop and implement leasing strategies to attract and retain high-quality tenants.
- Negotiate lease terms and renewals.
- Oversee tenant relations and resolve tenant issues.
- Lead Indigenous leasing and procurement efforts.
- Work with communications team on branding and marketing.

### **Property Management**

- Ensure the efficient and effective management of all properties in the portfolio.
- Monitor property performance and identify opportunities for cost reduction and revenue enhancement.
- Oversee property maintenance, capital expenditures, and tenant improvements.
- Manage property management teams and ensure compliance with regulatory requirements.
- Lead property management Indigenous and Squamish Nation employment and procurement efforts.

### **Financial Performance**

- Develop and implement annual budgets and forecasts.
- Monitor and analyze financial performance metrics, including NOI, occupancy rates, and operating expenses.
- Conduct regular financial reporting and analysis.
- Oversee debt management and financing strategies.
- Understand deals and partnership structures.

### **Team Leadership**

- Lead and mentor a high-performing team of real estate professionals.
- Foster a culture of collaboration, innovation, and accountability.
- Recruit, hire, and develop talent.
- Willing to train and mentor Indigenous staff.

### **Other**

- Perform other duties as required.
- Adheres to and promotes Nch'kay's six Guiding Principles (Leadership, Trust, Respect, Wisdom, Competence, and Passion).
- Uphold Skwxwú7mesh Nation's Values in all aspects of work.



- Understand how property and assets are managed on First Nations and Federal lands.
- Drive community benefit by working with Squamish nation member owned businesses.
- Ability to work with the Squamish staff and community members.

### **Knowledge, Skills, and Experience**

- Bachelor's degree in Real Estate, Business, Finance, or a related field.
- Advanced degree (MBA, MRE) preferred.
- 10+ years of experience in real estate, with a strong focus on asset management, leasing, and property management.
- Proven track record in leading high-performing teams and achieving results.
- Strong financial acumen and analytical skills.
- Excellent communication, negotiation, and problem-solving skills.
- Proficiency in real estate software and financial analysis tools.
- Understanding of First Nation land management.

### **How to Apply**

To learn more and to apply for this opportunity, please send your resume to [callum@taylorryan.com](mailto:callum@taylorryan.com)