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Homes for Good is seeking a Project Developer to join our team!

PROJECT DEVELOPER
Posting # 10.25.2023
Salary - \$32.17 to \$43.11 per hour (\$66,908.04 to \$89,663.16 per year)

WHO WE ARE

Homes for Good Housing Agency is a high performing public housing authority located in Eugene Oregon, servicing all of Lane County (4,600 sq. miles). The Agency's primary work is to help low-income Lane County residents access and maintain affordable housing.

Homes for Good has been and will continue to implement a workplace culture change that includes increased emphasis on racial justice, customer service, quality control, and compliance. Homes for Good is passionate about providing employees opportunities to maximize career growth while experiencing the personal satisfaction of working for a mission driven organization.

At Homes for Good, employees are supported and empowered by a collaborative culture that shapes how we work together with the common goal of providing essential housing services throughout Lane County.

Homes for Good is an equal opportunity employer, committed to Diversity, Equity & Inclusion throughout our organization and within our hiring and promotional practices. We endeavor to hire a workforce that is representative of the communities we serve, with an understanding that a diverse and inclusive staff will strengthen our Agency. All applicants will receive consideration for employment without regard to race, color, religion, age, sex, sexual orientation, gender identity or national origin.

OUR REAL ESTATE DEVELOPMENT TEAM

Homes for Good is always looking to expand the housing and supportive services we provide directly to the people who need it most. Our Real Estate Development team focuses on developing the units and networks needed to provide these services to our community.

WHAT YOU WILL DO FOR OUR TEAM

The Project Developer manages project activities supporting the design and construction of new housing development, redevelopment, and rehabilitation of Agency properties. This position is responsible for managing a variety of projects including pre-development site design, sustainability goals, environmental feasibility, development & construction specifications, program development, and construction management and oversight. The Project Developer serves as a liaison for complex development related issues within the Agency and the community.

DUTIES:

These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

- Use a variety of data collection tools and procedures to develop housing market analyses and project conceptual analysis.
- Identify, evaluate, and recommend potential project sites and project concepts.
- Identity and evaluate project feasibility to include possible funding sources.

- Develop and update project proformas including predevelopment, development and operating budgets and sources of construction and permanent financing.
- Prepare and submit grant applications and proposals to public agencies to secure resources including but not limited to LIHTC, HOME, CDBG funds and private grants.
- Solicit, negotiate, and secure project financing from a variety of public and private sources.
- Work with other staff and organizations to develop a plan for providing supportive services.
- Draft requests for qualifications/proposals, negotiate, prepare, and manage contracts for a variety of development professionals.
- Coordinate outreach to impacted neighborhoods; develop community support and maintain positive neighbor relations during all phases of the development process.
- Obtain and coordinate all required land use approvals.
- Serve as the project manager for predevelopment and construction of projects.
- Monitor compliance with all grants, lender, and investor requirements.
- Oversee funding compliance requirements including prevailing wage reporting and interviews.
- Monitor project expenditures and progress and establish mechanisms for assuring that projects are completed on time and within budget.
- Maintain project records, prepare, and submit a variety of reports.
- Serve as a resource to Homes for Good leadership on long term capital improvement plans, grant compliance and other matters.
- Perform as an effective team player, valuing the ideas and opinions of others and routinely collecting input as part of the decision-making process.
- Represent the Agency to the community and maintain good working relationships with community partners; participate on committees pertinent to division and organizational goals and standards.
- Maintain up-to-date knowledge of regulatory requirements and best practices related to assigned areas of responsibility; conduct work tasks in a professional, timely and complete manner.
- Perform other related duties as assigned.
- Other duties as assigned.

WHAT WE ARE LOOKING FOR

Studies have shown that women and people of color are less likely to apply for jobs if they don't meet every one of the qualifications listed. We are interested in finding the best candidate for the job, and that candidate may be one who comes from a less traditional background. If you meet key qualifications for the job, and believe you would be the best fit, we encourage you to apply.

Please use your cover letter to explain how you will accomplish parts of the job for which you have less experience. If you are unsure whether you meet the qualifications of this position, please feel free to contact us at hr@homesforgood.org.

IDEAL QUALIFICATIONS:

The candidate will likely have knowledge and experience in the following areas:

- All phases of real estate development/redevelopment from concept development to project implementation for both multifamily rental projects and single-family dwellings.
- Public & private sources of affordable housing financing including but not limited to LIHTC, HOME, CDBG and a variety of other public and private sources.
- Operations of multifamily rental properties.
- The principles and practices of project management methods for assuring project progress and costs are on schedule and within budget.
- The relationship between project construction standards and the ability of the owner to maintain the asset over a long period.
- Evaluate site conditions, develop alternative project concepts, and develop conclusions about project feasibility.
- Create complex spreadsheets for the financial modeling, forecasting and analysis of real estate development projects.
- Negotiate and manage agreements and contracts.

- Create and maintain manual and computerized filing and record-keeping systems.
- Occasionally travel to a variety of other locations in Oregon or out of state and stay overnight.
- Work occasional evenings and extended hours to meet deadlines.
- Analyze, evaluate, and reach sound conclusions on issues or problems. Resolve and/or direct resolutions; ensure follow-up on outcomes.
- Communicate effectively, both verbally and in writing, with employees, Agency partners, clients, and the public; deliver public presentations/trainings; prepare clear and concise reports; gain cooperation through discussion and mediation.
- Cultivate and develop inclusive and equitable working relationships with coworkers, community partners and the public.
- Demonstrate a commitment to the ideals of social & economic justice and housing as a basic human right.
- Handle multiple competing priorities, adapting and pivoting to be responsive to dynamic and shifting contexts.
- Demonstrate and support a culture of diversity, equity, inclusion, access, and social justice.
- Exemplify traits that reflect the Agency's culture, including integrity, customer service, cultural sensitivity, trustworthiness, flexibility, and innovation.
- Learn, interpret, follow, and apply federal, state, local and Agency laws, regulations, policies, and procedures related to Agency operations and assigned areas of responsibility.
- Support Agency goals and values.
- Other duties as assigned.

EXPERIENCE & TRAINING GUIDELINES:

Any combination of experience and training that would provide the knowledge, skills, and abilities to perform the job is sufficient. Typical combinations of training and experience would be:

EXPERIENCE:

A minimum of three years of experience related to affordable housing finance and/or development. Experience working with Low Income Housing Tax Credits (LIHTC), HOME Investment Partnership Program and/or other affordable housing funding sources. Experience in real estate development or financing of housing programs.

TRAINING:

Equivalent to a bachelor's degree from an accredited college or University with major coursework in finance, business, real estate, planning, public policy, or related field.

SUBSTITUTION:

Any combination of experience and education on a year for year basis up to a maximum of four years of responsible and relevant professional experience may be substituted for the education requirement provided that the knowledge, skills, and abilities to perform the work have been demonstrated.

LICENSE OR CERTIFICATE:

This position will be required to frequently drive Agency vehicles. Possession of or ability to obtain an appropriate valid State of Oregon driver's license and be insurable at standard rates.

WHAT'S IN IT FOR YOU?

COMPENSATION: The pay range for this position is **\$32.17 to \$43.11 per hour (\$66,908.04 to \$89,663.16 per year)** with a generous benefits package which includes paid health, dental and vision insurance for you and your family after one month of employment, along with life insurance and a 12% contribution of your monthly salary into a retirement account after 6 months of employment.

Homes for Good offers a family friendly environment with flexible scheduling options, generous paid time off (PTO) program starting at 17.33 hours per month and paid family leave.

WE'RE THRILLED THAT YOU ARE CONSIDERING APPLYING FOR THIS POSITION!

PLEASE READ THE DETAILS BELOW FOR INSTRUCTIONS ON HOW TO APPLY FOR THE ROLE

APPLICATION PROCEDURE:

[Click here](#) to complete an online application.

Applications will be reviewed for relevant experience, education, and training.

All applicants will be required to take a pre-employment assessment upon submission of application materials. A link to the pre-employment assessment will be included in a confirmation email. Applicants who fail to take the pre-employment assessment will not be considered for further consideration.

The pre-employment assessment is an important step in our hiring process. If you do not receive an email confirmation with a link to the assessment after you submit your application, please check your junk mailbox. If you are unable to locate the confirmation email and assessment link, please email us at hr@homesforgood.org and we will send you the assessment link

The best-qualified applicants may be invited to complete further testing, which may consist of any combination of written, oral, performance exercises and/or skills testing. Responses to supplemental questions are required if applicable.

POSTING DATE: Wednesday, October 25, 2023

CLOSING DATE: Wednesday, November 8, 2023

This position is represented by AFSCME Local 3267.

Note: *This is an equal opportunity employer and complies with State and Federal laws and regulations relating to the 1973 Rehabilitation Act, Section 504, and the 1990 Americans with Disabilities Act (ADA) and the 2009 Americans with Disabilities Act Amendment (ADAA). Homes for Good does not discriminate on the basis of disability status in the admission or access to its federally assisted programs or activities. Entrance Requirements: Homes for Good will establish or revise the entrance requirements of this position in order to provide a reasonable accommodation for a disability if doing so does not impose an undue hardship on the operation of the program. A reasonable accommodation may include, depending on the nature of the job duties, waiving the requirements for a physical examination and/or the requirement to possess or obtain a driver's license. It shall be the policy of Homes for Good to assist and encourage the employment of persons with disabilities who are able and qualified to perform the work for which they have made application. Disclaimer: The above information on this description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job. This position specification is not an employment agreement or contract. Homes for Good has the exclusive right to alter this position specification at any time, without notice. This position specification is not an employment agreement or contract. Homes for Good has the exclusive right to alter this position specification at any time, without notice.*