

Chinatown Community Land Trust 華埠土地信託會
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Board of Trustees
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COMMUNITY REAL ESTATE DIRECTOR

The Community Real Estate Director plans and implements CCLT's land development and stewardship projects, and will lead acquisition efforts to bring affordable housing or other amenities onto the land trust.

The Chinatown Community Land Trust works to stabilize the future of Chinatown as a neighborhood for working class families and the elderly, and as a regional hub for the Greater Boston Chinese community. We work for community control of the land, development without displacement, permanently affordable housing, and shared neighborhood spaces, consistent with the vision of the Chinatown Master Plan.

Current priorities include working for community control of public land, leveraging commercial development for community priorities, and preserving Chinatown's historic row houses as permanently affordable housing.

Community Development and Land Stewardship

- Work with CCLT Director to explore feasibility of community projects, particularly affordable housing, and negotiate real estate acquisition opportunities
- Develop and implement new strategies to increase democratic community control of development activity
- Manage bidding and development processes and manage consultants as needed
- Participate in the selection of other development team members, contractors, or other consultants
- Work to solicit and coordinate community input into development processes, to educate community members about development considerations, and to promote the concept of collective stewardship

Resource Development and Partnership

- Work with CCLT Director to develop and sustain relationships with lenders, equity investors, and funders
- Serve as liaison between CCLT and the development community, build relationships with partners
- Contribute to funding applications and reports as needed
- Partner with other community land trusts in the region and participate in advocacy to build the CLT movement

Administrative Responsibilities

- Participate in regular staff meetings and attend appropriate Board and Committee meetings
- Develop and monitor project budgets and contracts
- Complete all reporting requirements as requested by various funding sources

Qualifications and Skills

- Understanding of and commitment to the needs and priorities of Chinatown's working class residents and to community decision-making processes
- Experience working in a multicultural community
- Minimum of 3 years housing development experience and at least 2 years project management experience
- Thorough knowledge of public and private real estate funding sources and mechanisms
- Demonstrated capacity to make strong financial and programmatic decisions
- Detail oriented with strong organizational, planning and problem solving skills
- Excellent written and verbal communications skills
- Demonstrated ability to hold self and others accountable for achieving objectives

Salary, Benefits, Work Environment

\$65,000-\$78,000 plus health benefits and generous time off. Report to CCLT Director within a dynamic young organization. Submit cover letter and resume to ChinatownCLT@gmail.com.

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