

Real Estate Project Manager

Responsibilities:

- Support HSL's efforts to expand its supply of senior living communities along the economic continuum and to integrate innovative programs into real estate projects.
- Create and maintain partnerships with senior service providers and leverage investments from private and public housing and healthcare institutions and insurers.
- Establish pre-development and development financial budgets, tracking costs regularly while analyzing and managing budget shortfalls, if any.
- Work and collaborate with a team of consultants and community stakeholders on master planning, design, and permitting.
- Solicit, establish, and manage project teams and third-party vendors including architects, engineers, consultants, attorneys and other professional staff.
- Prepare and manage complex development and funding applications to local and various state agencies.
- Manage the preparation and submission of applications for financing and grants, equity, and loan programs.
- Prepare consistent updates and reports on all development projects for HSL staff, committees and the board.
- Lead research efforts on partnership and funding opportunities, sourcing of new pipeline projects, and analysis of potential new initiatives.
- Effectively navigate, partner with, and obtain needed supports from HSL shared services including finance, legal, HR, marketing, development, and others.
- Attend meetings, conferences, and trainings related to senior housing, sustainable community developments, and real estate financing as applicable.
- Support organization-wide initiatives and the achievement of goals & key drivers.
- Monitor laws and regulations that may impact real estate development.

Qualifications:

- A strong commitment to Hebrew SeniorLife's mission, goals, and cultural beliefs.
- Minimum of 5-8 years of work experience in real estate project management.
- Experience with senior housing and low income housing tax credits a significant plus.
- Experience in working with real estate professionals.
- Valid driver's license and the ability to travel to properties throughout Massachusetts.

Compensation range: \$125k-\$160K