

## JOB POSTING

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Position: Chief Real Estate Officer  
Status: Full Time, Benefit Eligible  
Reports to: Executive Director, Administration  
Telework Status: Eligible for Hybrid Work Schedule

### Qualifications/Skills Required:

- Bachelor's degree is required
- A minimum of 10 years of relevant experience in real estate development, economic development, and/or finance.
- Mixed-use development experience preferred
- Experience in asset management, the real estate development process, affordable housing, deal structuring and finance
- Strong working knowledge of municipal bonds, tax credits, TIFs, PILOTs and other public finance programs, including affordable housing finance programs
- Ability to stay abreast of changes in the programs as well as state/local legislation necessary to perform the responsibilities of the position
- Ability to work independently in a fast-paced, often changing environment
- Strong interpersonal skills and the ability to lead a multi-disciplinary team of consultants and partners
- Detail-oriented, entrepreneurial self-starter with the ability to manage multiple tasks simultaneously
- Strong communications skills, including both verbal and written, project management, organizational and negotiation skills
- Results-oriented, can-do attitude with a professional discipline
- Innovative thinker, creative problem solver; quickly identifies and resolves issues
- Excellent analytical skills

### Responsibilities:

- Primary focus on developing alternate funding sources to meet aggressive growth plans and close complex land acquisition transactions
- Develops different capital/investment sources via banking, private equity, and alternate investment sources
- Structures capital intensive deals with the goal of minimizing risk
- Monitors and evaluates appropriateness, impact, and financial sustainability of the Agency's property portfolio, active development projects, and pipeline projects
- Develops working relationships with developers, private equity, lenders, and alternate sources of financing entities
- Leads and negotiates complex real estate development deals including those with accelerated timelines

- Develops, reviews and analyzes financial reports, budgets and cash flow for all phases of the development projects and timelines for various stages of the acquisition and development process
- Develops and produces marketing tools and deal packages to attract funding sources
- Develops models for real estate and development finance transactions
- Directs market research to identify development opportunities
- Presents project summaries and action memoranda to the Executive Director, Economic Development Review Committee and the Board of Directors
- Represents the Agency at conferences, on panels and on task forces as assigned
- Oversees asset management functions for the Agency's real estate portfolio

### Why Should You Join Our Team

As a dynamic agency, we understand what it means to have a work culture that is dedicated and flexible to create a work/life balance. The Revenue Authority of Prince George's County is an equal opportunity employer committed to promoting an inclusive work environment free of discrimination and harassment. We are committed to our mission and values, while promoting a sense of belonging and growth with our coworkers.

Together, we continue to build a culture that encourages, supports, and celebrates the diverse voices of our employees.

We are proud to offer a comprehensive benefits package including:

- Medical, Dental, vision, EAP services, and more!
- Vacation, Sick and Personal Leave
- 401K Retirement Savings Plan
- Telework/Hybrid Work for Qualified Positions
- Opportunities for Professional Development
- Friendly Team-oriented Work Environment

If you are interested in this position, we encourage you to apply!

### Conditions of Employment

Must undergo background check

### Eligibility to Work

Under the Immigration Reform and Control Act of 1986, an employer is required to hire only U.S. citizens and lawfully authorized alien workers. Selected candidates for employment will be required to show and verify authorization to work in the United States.

### How to Apply

Please submit your resume to [rapgcjobs@co.pg.md.us](mailto:rapgcjobs@co.pg.md.us)