

**POSITION TITLE:** Senior Director of Housing Development

**LOCATION:** Washington, DC

**Organization:** So Others Might Eat (Non-profit that exists to help the poor and homeless)

**SOME (So Others Might Eat) is seeking a real estate professional to join the team most recently awarded HAND Developer of the Year! The Senior Director of Housing would lead all efforts to secure and develop affordable housing options for Washington, DC's most vulnerable populations. This position is ideal for someone that wants to use their knowledge of real estate acquisition to help the people that need housing the most. SOME offers work-life balance, a complete benefits package to include 401K matching. This position is located by the Benning Road metro station in Washington, DC.**

**Position Description:** Leads the effort to develop multi-family transitional and affordable housing including SRO housing, apartments, and elderly housing. Develops non-residential properties. Supervises Project Manager, Assistant Project Manager, and Housing Development Assistant.

**Qualifications:**

**Required:** Bachelor's Degree, 5 years' experience in housing development, 5 years' experience in a leadership or supervisory role.

**Preferred:** Master's Degree, 10 years' experience in housing development, 10 years' experience in a leadership or supervisory role.

**Knowledge, Skills, and Abilities:**

- Strong knowledge of real estate acquisition, financing, public funding, building management and contract management.
- Ability to assess and manage risk factors affecting projects and the organization.
- Strong understanding of successful design of housing development activities.
- Excellent analytical and problem-solving skills.
- Demonstrated ability to lead teams.
- Project Management skills.
- Knowledge of property management software.

**Expected Contributions:**

**Housing Development:** Prepare and review legal documents for housing development. Identify properties for potential acquisition and negotiate contracts for properties to be acquired. Coordinate development budgets and pro forma statements. Oversee project timelines and budget maintenance. Oversee feasibility studies such as environmental studies, engineering studies, or financial feasibility studies. Forecast and track cash flow for projects. Obtain bids from contractors experienced with affordable housing projects.

**Strategic Leadership:** Participate in the overall strategy and decision making of the organization in conjunction with members of the Administrative team. Oversee and provide clear direction and leadership for all programs and departments under portfolio. Ensure compliance with standards and expectations for programs and departments. Ensure compliance with standards and expectations for programs and departments.

**Supervisory:** Ensure appropriate department staffing levels to meet objectives. Assess, evaluate, and hire new employees as needed. Contribute to budget development and use sound judgement to leverage resources in accomplishing department goals. Administer budget and comply with SOME financial reporting requirements. Maintain professional documentation and ensure the program follows SOME CQI standards. Provide regular feedback on performance, monitor individual performance, conduct performance evaluations, and take steps for performance improvement as needed.

**Reports to:** Chief Operating Officer

**Closing Date:** November 19, 2018

**To Apply:** Go to our career page at [http://www.some.org/about\\_jobs.html](http://www.some.org/about_jobs.html) and click on the search icon to locate this position. Follow the instructions to complete your on-line application profile to be considered. No phone calls please.

***SOME, Inc. is an Equal Opportunity Employer. We do not discriminate on the basis of race, color, religion, national origin, sex, gender identity or expression, sexual orientation, age, marital status, personal appearance, family responsibilities, genetic information, disability, matriculation, political affiliation, veteran status, or liability for service in the Armed forces of the United States. SOME, Inc. is also a Drug Free Workplace.***