SOME (So Others Might Eat) exists to help homeless and poor individuals and families of Washington, DC. Our more than 30 programs throughout the District provide comprehensive services that lead to mental and physical health, continued sobriety, job training, living-wage employment and affordable housing. We meet immediate needs with food, clothing and healthcare and offer the tools one needs to live with hope, dignity and greater independence.

SOME Inc. is currently seeking a full-time **Housing Development Project Manager** for our Housing Development department.

**Position Overview:** The Housing Development Project Manager is responsible for managing all aspects of the housing development process including pre-development, funding applications, financing, design, and construction of assigned projects.

**Required:** Bachelor's Degree; 3-5 yrs. experience in Architecture, Finance, or Construction Management

**Schedule:** Monday - Friday, 8:00am - 4:30pm (40 Hours per week)

**KNOWLEDGE, SKILLS & ABILITIES REQUIRED:**

- Knowledge of real estate development process, housing finance, tax credit and bond financing, legal, design and construction management
- Ability to work collaboratively with team and mentor/manage Project Assistant
- Some knowledge of building codes and construction techniques
- Organizational skills with attention to both big picture and details
- Proficient with MS Office, including Teams, Planner, Word, Excel, and Outlook and ability to learn financial systems such as Great Plains and Adaptive
- Analytical skills and ability to perform feasibility analysis on prospective projects; Develop financial proformas; value engineering; and project management.
- Project Management skills necessary to bring project from concept to completion including feasibility analysis, design process, financial, legal, and construction.

**EXPECTED CONTRIBUTIONS:**

**Pre-Development & Finance**

- Manage acquisition process and financing for prospective properties/projects
- Develop financial proformas to assist in evaluating properties and financing options for purchase and construction
- Prepare applications for grants and project funding, including pre-development, construction, and permanent financing
- Work with various stakeholders including appraisers, design and construction consultants to develop project budgets
- Manage lender due diligence including financial, legal, insurance and other loan documents for closing and reporting
- Manage processes for government agencies including DCHA and DHCD to secure project and operating funding

**Reports to:** Chief Housing Development Officer
To Apply: Go to our career page at https://www.some.org/careers/open-opportunities and click on the search icon to locate this position. Follow the instructions to complete your online 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.