



SENIOR HOUSING POLICY AND DEVELOPMENT MANAGER

Position Description

The Atlanta BeltLine, Inc. (ABI) is the largest public infrastructure redevelopment program in Atlanta's history that includes 22 miles of light-rail (streetcar) transit located in the Atlanta BeltLine corridor, 33 miles of trails, over 1,200 acres of new parkland, 46 miles of new streets and streetscapes, public art, 1,100 acres of brownfield reclamation, and the creation of more than 30,000 jobs and 5,600 affordable housing units in the neighborhoods surrounding the underutilized railroad corridor.

The Senior Housing Policy and Development Manager (SHPD) serves a critical role in the Atlanta BeltLine, Inc.'s (ABI) equitable and strategic goal of creating or preserving 5,600+ affordable housing units for families on or near the Atlanta BeltLine. The position provides facilitation, coordination, planning, program implementation, project management and operational leadership toward meeting this housing goal, in close collaboration and partnership with public, private, non-profit and charitable developers/partners. The SHPD Manager participates in virtually all aspects of complex mixed-income housing development projects around the Atlanta BeltLine providing technical assistance and support from initial conception through predevelopment, financial closing and occupancy.

Position Responsibilities

The SHPD Manager provides day-to-day operational direction to the Housing Policy and Development Department [and on occasion, related Department(s)] to promote, develop and implement a comprehensive housing development program with supporting strategies that will culminate in the creation or preservation of 5,600+ affordable housing units within the BeltLine Tax Allocation District ("TAD") and the broader Atlanta BeltLine Planning Area. Additional responsibilities include:

- Provides thought leadership, analytical, logistical, and operational support for the Housing Policy and Development Department's (HPD) strategic goals, including the development of ABI owned or identified parcels or buildings with the intent of advancing ABI's affordable, workforce and/or mixed-income housing and jobs objectives and initiatives.
- Originates or analyzes potential affordable housing deals by evaluating development opportunities, establishing project Pro Formas, analyzing development challenges and scoring viability for potential funding through traditional and innovative capital stacks.
- Researching and recommending financial real estate development strategies for the organization, including, mixed finance, low-income housing tax credits, special HUD programs, revenue bonds, private mortgage financing, and other financing approaches typically utilized in redevelopment projects of affordable and market-rate housing.
- Supports the identification and pursuit of sources of leverage funding, gap funding, or social capital for acquisition of potential affordable housing sites from public, non-profit, charitable and private investors.
- Coordinates, organizes, and assists in the execution of initiatives related to renters, homeowners and legacy residents, including anti-displacement strategies, owner occupied rehabilitation program(s), down payment assistance program(s), tax education/assistance initiatives, and any other HPD or ABI programs designed to assure affordability, minimize displacement or promote economic opportunity.

- Ensures ABI affordable housing efforts, trends, capital stacks and incentives are properly tracked, analyzed, and communicated internally and with project stakeholders.
- Builds a pipeline of developers/non-profits to apply for Atlanta BeltLine Affordable Housing Trust Fund and other incentives.
- Conducts comprehensive analysis of HPD program policies and procedures, develops plans, formulates guidelines, implements new processes and procedures, as needed.

Education and Experience:

- Master’s Degree in Real Estate, Business, Planning or related field from an accredited college or university; or any equivalent combination of education, training, and experience, which, in the sole determination of ABI, constitutes the required knowledge and abilities for the position.
- A minimum of 6 – 8+ years’ experience in real estate development, multifamily housing, affordable housing, community development, planning, property asset management or related real estate field.
- Experience with or exposure to affordable housing development, policies, and incentives.
- Excellent organizational skills with the ability to prioritize workflow.
- Excellent written and verbal communication skills and interpersonal skills

Skills and Abilities:

- A good knowledge of the goals of the Atlanta BeltLine project and governing implementation documents.
- Passion for the Atlanta BeltLine project and commitment to creating and preserving affordability.
- Exceptional technical assistance and support of the relationship between HPD and stakeholders by demonstrating courteous and cooperative behavior when interacting with staff, visitors, contractors and other clients.
- Ability to maintain professional competence in business process principles and techniques, including support and coordination that will require diplomacy, attention to detail, ability to shift priorities and possess a quality, and team-player positive attitude.
- Ability to provide technical assistance and support for complex projects, problems and strategies, translate concepts and information and propose solutions and develop alternatives.
- Ability to prioritize and manage multiple tasks and demands in a highly visible environment.

How to Apply:

Interested candidates should submit a cover letter and resume to jobs@atlbeltline.org by January 22, 2021.

Atlanta BeltLine, Inc. is an Equal Opportunity Employer.