



Director of Asset Management

The Atlanta BeltLine, Inc. (ABI) is the largest public infrastructure redevelopment program in Atlanta's history that includes 22 miles of light-rail 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 an underutilized railroad corridor. In addition, ABI is committed to advancing equity and inclusion within the organization, along the corridor, and throughout all programs and projects.

The Director of Asset Management is responsible for ensuring the sustainability of Atlanta BeltLine assets, working with ABI's partners to maintain an enjoyable Atlanta BeltLine experience, and further ABI's strategic objectives through the leverage of the Atlanta BeltLine's 300+ acre portfolio.

PRIMARY RESPONSIBILITIES

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Oversee the implementation of a comprehensive asset sustainability plan, including establishment of budgets and best practices for internal and external parties.
2. Establish and oversee processes for ensuring all Atlanta BeltLine assets are in a state of good repair.
3. Serve as a liaison between ABI, the City of Atlanta, and other partner organizations to proactively manage safety and maintenance issues on the Atlanta BeltLine.
4. Ensure a smooth transition of assets from construction phase to operations phase.
5. Direct all asset management staff as needed to address active asset management matters.
6. Manage the asset management budget.
7. Oversee the activation of ABI assets in coordination with ABI's Economic Development team to generate revenue in furtherance of ABI programmatic objectives.

Competencies

1. Proven experience with implementing asset management strategies.
2. Safety-first and solution-oriented attitude.
3. Experience with managing a large portfolio of assets.
4. Experience negotiating licenses/leases, with exposure to the film industry, retail, restaurant, and/or parking management a plus.
5. Demonstrates creativity and strategic thinking related to asset utilization.
6. Experience with transitioning assets from construction phase to operation phase.
7. Excellent organizational skills with the ability to prioritize workflow.
8. Commitment to promoting the Vision, Mission and Core Values of ABI while fostering a collegial work environment
9. Understanding of the impacts of institutional and systemic barriers on marginalized communities and a commitment to integrating equity and inclusion throughout all facets of your work.

10. Strong written and verbal communication, negotiation, and interpersonal skills, especially in the area of communicating with a variety of stakeholders, including the general public, contractors, public sector employees, and developers.
11. Ability to efficiently complete all required tasks, issues, projects as outlined in this Position Description.

EDUCATION

Bachelor's degree required in Public Administration, Real Estate, Business, or related field; Master's degree preferred.

EXPERIENCE

Ten years of experience in asset/property management required.

Interested candidates should submit a cover letter and resume to jobs@atlbeltline.org.

Atlanta BeltLine, Inc. is an Equal Opportunity Employer and does not discriminate against any employee or applicant for employment because of race, color, sex, age, national origin, religion, sexual orientation, gender identity and/or expression, status as a veteran, and basis of disability or any other federal, state or local protected class. Equity Note: Research suggests that women and Black, Indigenous and other persons of color are less likely than men and white job seekers to apply for positions unless they are confident that they meet 100 % of the listed qualifications. We strongly encourage all interested individuals to apply, and allow us to evaluate the knowledge, skills and abilities that you demonstrate, using an intentional equity lens.