



Director City Lands and Real Estate Regular Full-time

About Us

One of BC's Top Employers, the City of Coquitlam offers meaningful career opportunities to make a difference within the local community. As the sixth largest city in BC, we are home to more than 150,000 residents. Our diverse municipality is a great place to work as it continues to grow through innovative urban design, inspiring arts, culture and recreation programs, and state-of-the-art transportation systems. Our brand is built on managing our resources in a responsible and sustainable manner, while supporting a vibrant, growing regional urban centre. We envision a bright future in Coquitlam that we hope includes you!

About You / What We Are Looking For

We are seeking a dynamic and experienced Director, City Lands and Real Estate to join our team. Reporting directly to the Deputy City Manager, this role involves collaboration with the senior leadership team, Council, colleagues, external organizations, other partners on land matters and the general public.

You will have the opportunity to shape the future of our city's extensive land development portfolio including completing complex real estate transactions by working in a collaborative, results-oriented environment. If you are a strategic and critical thinker, innovator, and problem solver with a proven track record in land development and real estate matters, we encourage you to apply.

Key Responsibilities

- Oversee the strategic management and ongoing administration of the City's land and real estate portfolio, including development lands, civic lands and other real estate assets.
- Conduct complex negotiations related to land transactions that form part of development applications, as well as the purchase, sale, lease, and rental of residential and commercial properties.
- Strategically approach how City development parcels, particularly the Burke Mountain Village site, are marketed and sold in alignment with Council and the community's vision for these lands
- Forge strong, honest relationships and work collaboratively with diverse teams, acting in good faith and maintaining integrity in all land negotiations.
- Provide expert advice to Council, the Executive Team, and other staff.
- Develop and monitor the Land and Real Estate Division's capital and operating budgets.

Qualifications

You will hold a post-secondary degree in real estate, urban land economics, commerce, business, finance, architecture, planning, or a related field. Additional certifications or professional designations are preferred. With a minimum of ten (10) years of directly related experience, you bring substantial expertise to the role. Equivalent combinations of education and experience may be considered.

You will be able to demonstrate a high degree of political, business, and financial acumen. You understand the nuances of working within a political environment and can manage challenging situations with tact and diplomacy. Your excellent report writing, business case preparation, and presentation skills will be essential. You have experience in leading and building high-performing teams. Keeping up-to-date with economic and real estate market activity and values, development and subdivision requirements, provincial legislation and regulations, and appraisal methodology is critical.

What We Offer:

This excluded position offers an annual salary range for the Director, City Lands & Real Estate ranges from \$177,540 to \$207,695 (2024 rates). Salary is based on a variety of factors including qualifications, knowledge, experience and skills. Based in Coquitlam, this position includes a comprehensive benefits package, professional



development opportunities, and emphasizes work-life balance with flexible, hybrid work options—allowing for a combination of in-office and remote work.

Accessibility / Equal Opportunity Employer

The City of Coquitlam is proud to be an Equal Opportunity Employer working towards enhancing equitable practices in our recruitment and retention processes. As an organization we are committed to creating an inclusive work environment to support our growing and diverse work force. To learn more about what equity, diversity, and inclusion means, and the City's efforts in support of these principles, please visit coquitlam.ca/edi for more information.

If at any time during the application or recruitment process you require additional assistance or an accommodation, please contact our team for confidential support. Staff can also provide in-person support if required.

Applicants under consideration may be required to undergo a police information check (with no adverse reports).

Good people make Coquitlam great, sign up for career alerts through our recruitment portal to stay up to date about opportunities within our team, or follow us on [LinkedIn](#) to learn more about how #YouCouldWorkHere too!

Please apply online at www.coquitlam.ca/careers by 11:55 pm on June 27, 2024.

We thank all applicants for their interest; however, only those selected for an interview will be contacted.