



Make working for
The City work for you.



Real Estate Strategist

If you are committed to public service, enjoy collaborating with others, share our values and have a desire to learn and grow, join [The City of Calgary](https://www.cityofcalgary.ca). City employees deliver the services, run the programs and operate the facilities which make a difference in our community. We support work-life balance, promote physical and psychological safety, and offer competitive wages, pensions, and [benefits](#). Together we make Calgary a great place to make a living, a great place to make a life.

The City is committed to fostering a respectful, inclusive and equitable workplace which is representative of the community we serve. We welcome those who have demonstrated a commitment to upholding the values of equity, diversity, inclusion, anti-racism and reconciliation. Applications are encouraged from members of groups that are historically disadvantaged and underrepresented. Accommodations are available during the hiring process, upon request.

Calgary Housing (CH) is a wholly-owned subsidiary of The City of Calgary. CH is a purpose-driven social enterprise and the largest housing operator in Calgary, providing safe and affordable housing to more than 27,000 Calgarians. Within the Portfolio Management division, the Real Estate Strategist leads all aspects of strategic real estate activities on behalf of Calgary Housing to ensure the financial sustainability and performance of multiple large affordable housing real estate portfolios. Primary duties include:

- Lead and initiate all project management activities in the development of short and long-term real estate strategies and provide direction and subject matter expertise to inform other related strategies and plans across the organization.
- Develop short and long term real estate plans for each property aligned with real estate strategies.
- Work with corporate partners to implement and execute real estate portfolio strategies at a corporate, portfolio and site level. Align and integrate strategies, actions and tactics with CH's Sustainability Plan, capital investment plans, asset management plans, annual operating and capital budgets, corporate risk registers and annual and strategic work plans.
- Conduct complex analysis to assess sites and develop recommendations regarding property acquisition, disposition, development or redevelopment to enable long term sustainability.
- Develop key performance indicators and coordinate monitoring of consolidated property performance.
- Support the negotiating of operating agreements for all CH managed portfolios and lead exploration of funding opportunities and preparation of proposals and applications.
- Ensure legal and regulatory compliance for all operating and funding agreements managed by CH; coordinate ongoing compliance reporting to representatives such as municipal, provincial and federal governments.
- Initiate and lead project management activities, such as: determine project scope, engage with internal and external parties, assemble and lead cross-corporate team members, mitigate risks, monitor and ensure progress of project, report back through oral and written reports to senior management and the CH Board of Directors.
- Coordinate the preparation of legal documents to facilitate real estate transactions.

Qualifications

- A degree in Business, Real Estate, Planning, Economics or related area and at least 5 years of experience in real estate development and/or urban development.
- Experience in a property management or real estate setting and knowledge of affordable housing, poverty, social work or a related area is preferred.
- Project management experience and certification as a Project Management Professional (PMP) will be considered an asset.
- Success in this position requires strong research and analysis, decision making, negotiation and change management skills along with the ability to prepare and present to senior management and provide recommendations on complex issues.
- Excellent communication skills and interpersonal skills along with a well-developed ability to influence without authority and build strategic working relationships.

Pre-employment Requirements

- Successful applicants must provide proof of qualifications.

Workstyle: This position may be eligible to work from home as one of several flexible work options available to City employees. Such arrangements are based on the operational requirements of the position and employee suitability and are subject to change based on operational needs and corporate direction.

Union: CUPE Local 38
Position Type: 1 Permanent and 1 Temporary
(up to 22 months)
Compensation: Pay Grade 12 \$47.01 – 62.84 per hour
Hours of work: Standard 35 hour work week
Audience: Internal/External

Business Unit: Calgary Housing
Location: 200, 2535 3 Avenue SE
Days of Work: This position works a 5 day work week with 1 day off in a 3 week cycle.
Apply By: February 12, 2025
Job ID #: 311371

Apply online at www.cityofcalgary.ca/careers