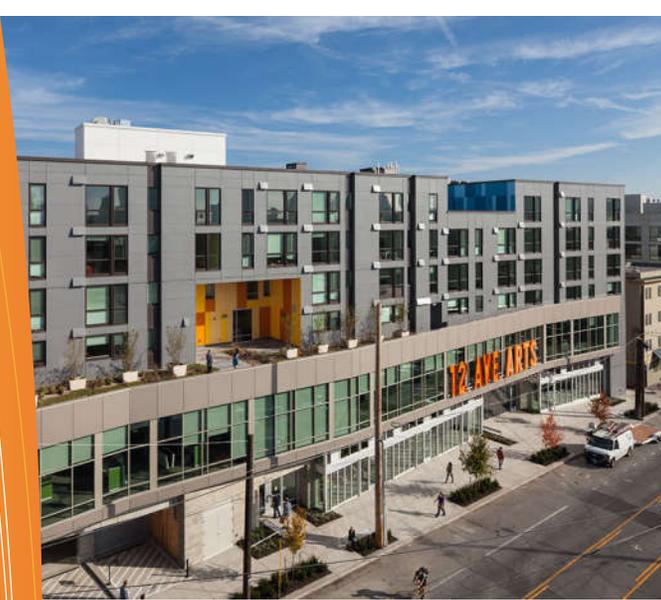


**CH** Capitol Hill  
Housing



**Senior Real  
Estate  
Developer**



# Position Overview

## SENIOR REAL ESTATE DEVELOPER

Capitol Hill Housing is seeking a professional full-time Senior Real Estate Developer to be an integral part of meeting our mission to build vibrant and engaged communities by developing and preserving affordable housing. The position is responsible for overseeing all stages of affordable housing development for 2-3 projects, and ensuring that objectives of each project are accomplished within prescribed time frames and funding parameters.

This is professional and managerial work that entails planning, organizing, and managing development activities related to the acquisition, new construction, and rehabilitation of Capitol Hill Housing's real estate development projects. Work may encompass many projects in varying stages of development and may include large, technically complex housing and mixed-use projects. The position works under general direction of the VP of Real Estate Development; acts independently to identify and minimize risk, and ensures that projects are completed on schedule and within budget.

## DEVELOPMENT PHILOSOPHY

More than a development firm, Capitol Hill Housing builds vibrant and engaged communities through the active development of affordable, multifamily, mixed-use apartment projects and through nationally recognized leadership in community development activities.

Our development philosophy reaches beyond the building itself and into the broader community, assuming community priorities as our own while striving for equity. We believe our role as community stewards is to create great places for people to live, work, grow and prosper. By locating development near transportation, employment centers and community amenities, sustainability can be achieved.

We hold our real estate for decades, self-manage our

properties, and are committed to building in an environmentally sound way.

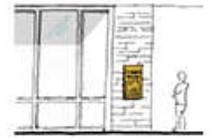
## CURRENT MAJOR DEVELOPMENT PROJECTS

**Liberty Bank:** 115 affordable apartments with retail on the site of the first African American-owned bank in the West. This project is being created in partnership with minority-controlled locally-based community groups, and will commemorate the historic nature of the site through public art.



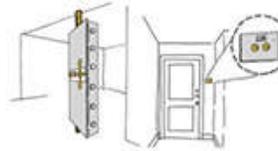
### LIBERTY BANK BUILDING BRANDING

- Incorporation of building signage with the name "Liberty Bank Building" at corner of Union St & 24th Ave
- Artful incorporation of historic "LB" logo of Liberty Bank at corner of Union St & 24th Ave



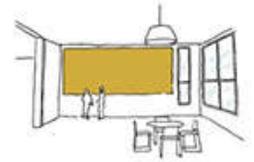
### CORNER PLAQUE

- Incorporation of a plaque describing the importance of Liberty Bank and it's story:
- "The story of Liberty Bank and how a multi-cultural group came together to do something that has never been done before west of Mississippi provided economic opportunities to their community that had been historically denied."



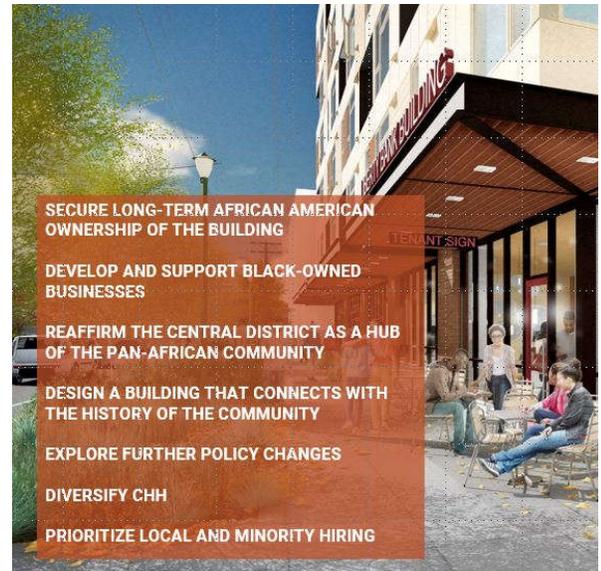
### VAULT & SAFETY DEPOSIT BOX DOORS

- Repurposing of bank vault door into a common area as a major conceptual art piece



### INTERIOR MURAL

- Commission a local artist to paint a mural in the lobby and ideally visible from exterior



- SECURE LONG-TERM AFRICAN AMERICAN OWNERSHIP OF THE BUILDING
- DEVELOP AND SUPPORT BLACK-OWNED BUSINESSES
- REAFFIRM THE CENTRAL DISTRICT AS A HUB OF THE PAN-AFRICAN COMMUNITY
- DESIGN A BUILDING THAT CONNECTS WITH THE HISTORY OF THE COMMUNITY
- EXPLORE FURTHER POLICY CHANGES
- DIVERSIFY CHH
- PRIORITIZE LOCAL AND MINORITY HIRING

**Capitol Hill Transit Oriented Development:** 110 units of affordable housing at the Capitol Hill Sound Transit Station, which is part of a 400-unit mixed-income development at the station. The project is being financed with a combination of Low Income Housing Tax Credits and other subsidies.

**White Center:** CHH has been invited to lead the development of a mixed-use project on County land in White Center, which will house a multipurpose non-profit center and affordable housing.

## DUTIES AND RESPONSIBILITIES

Oversees and coordinates all stages of affordable housing development, including site research and acquisition, feasibility analysis, pre-development, design, project financing, and construction for 2-3 development projects.

Researches and secures funding to support feasibility, site acquisition, pre-development, construction, and permanent financing phases of development. Conducts feasibility studies and develops pro-forma financial projections. Develops detailed financial analyses and budgets, and provides regular reports as required.

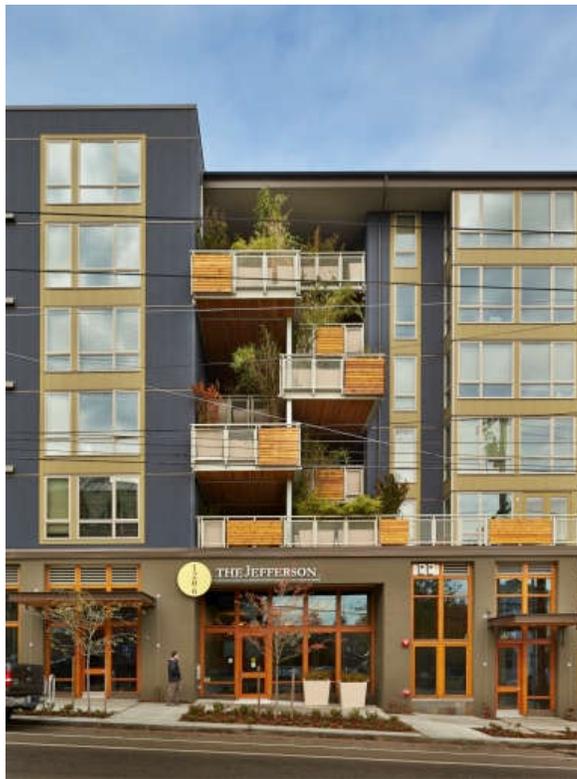
Develops and manages relationships with federal, state and local funders, government agencies, community and neighborhood groups, development partners and industry professionals. Represents organization before government agencies, planning and zoning commissions, City Council, and other community meetings to garner critical support and governmental approval for potential projects.

Oversees and monitors progress of development team members including architects, engineers, contractors, legal counsel and financial consultants.

## QUALIFICATIONS

### Minimum Qualifications

- Bachelor's Degree is required.
- Minimum three years of direct experience with affordable housing development. A Master's Degree as described below may be substituted for one year of experience depending on area of study.
- Must have previous experience with affordable housing finance, including LIHTC.
- Excellent presentation, written, and oral communication skills.
- Ability to perform detailed financial analyses of housing developments concerning site acquisition, predevelopment activities, construction financing, and permanent financing.
- Highly independent, with ability to handle daily responsibilities and projects with minimal direction.
- Ability to work under pressure and successfully meet deadlines.
- Ability to read and interpret plans and specs, legal documents and other complex documents.
- Must be able to work collaboratively with project teams, funders, government agencies and a wide variety of individuals.



*The Jefferson, a 40-unit building completed in 2012*



*Residents at Mary Ruth Manor, a 20- unit family building.*

### TO APPLY

To learn more about us and to apply,  
visit our website at

[www.capitolhillhousing.org/about/employment.php](http://www.capitolhillhousing.org/about/employment.php)

# Organization Overview

CHH is a public development authority chartered by the City of Seattle and governed by a 17-member Board of Directors. We are a unique blend: a mission-driven and entrepreneurial public entity. The agency has leadership roles in industry groups such as the Housing Development Consortium of Seattle/King County, the statewide Affordable Housing Management Association, and the Washington Low Income Housing Alliance.

We are influential in public policy debates that will shape our real estate interests and city for decades to come. We are members of the Housing Partnership Network, an invitation-only national consortium of affordable housing non-profits, and the Urban Land Institute. We are active throughout the city of Seattle as well as neighboring communities, and focus on transit- and community-oriented development.

Our staff is recognized for its leadership in our field and is routinely asked to serve on advisory groups, panels, and on the boards of affiliated organizations.

Capitol Hill Housing was founded in 1976 by local residents and the Capitol Hill Community Council in response to housing stock deterioration and economic disinvestment in the area.

After 1982, our focus shifted to the preservation and development of affordable multifamily apartments, in addition to community development activities. Our development work focuses on preservation, sustainability and thriving commercial districts.

CHH prioritizes affordable housing, outstanding architecture, pedestrian-orientation, affordable commercial space, and room for arts and culture. Our commitment to sustainability includes the Capitol Hill EcoDistrict, a neighborhood-based initiative to enhance community health and livability.

Our award-winning buildings have attracted national attention for design, partnerships, and green construction.

Our 12<sup>th</sup> Avenue Arts building combined performing arts space, affordable housing, vibrant retail, community office and police parking to win a 2015 ULI Global Award for excellence.

We have a long history of developing innovative partnerships, both collaborating with our peers and creating strategic alliances that advance the missions of multiple organizations.

Over 40 years, these collaborative relationships have allowed us to increase the stock of affordable housing in our city, expand our services, and share resources with compatible organizations.



## 12th Avenue Arts—2015 Global Awards for Excellence Winner

Posted on June 17, 2015 by Daniel Lobo



Photo Credit: William Wright

Location: Seattle, Washington  
Developer: Capitol Hill Housing  
Designer: SMR Architects

The development of 12th Avenue Arts transformed a 29,000-square-foot surface parking lot into a light-filled cultural center mixing arts, housing, and public safety needs. The activation of this specific plot of land had been two neighborhood plans over the last 12 years as the highest community priority. Active day and night, the space has become a new anchor of the corridor.

It features 88 new affordable apartments for working families and independent development addresses the loss of affordable studio and performance space in the Capitol Hill neighborhood by providing 20,000 square feet (1,900 sq ft) of cultural space and arts-related commercial space, featuring two professional-grade parking spaces exclusively for the use of the Seattle Police Department's East Precinct. The project also provides 115 additional parking spaces.

## WORK ENVIRONMENT

Capitol Hill Housing is an Equal Opportunity Employer; all qualified candidates will receive consideration for employment without regard to race, color, religion, sex or national origin.

View our career page on linked in to get an inside view of our workplace;  
<https://www.linkedin.com/company-beta/355654/life/>.

## COMPENSATION PACKAGE

Capitol Hill Housing offers a competitive salary in the range of \$85K - \$95K DOE, and benefits. We believe in supporting our employees to enable their best work. That's why we offer a competitive benefits package including full medical and dental coverage for the employee, short and long term disability, 11 paid holidays, transit benefit, retirement contribution, sick leave, 22 days of PTO to start and 2 personal days annually.

We also offer a flexible spending account and a deferred compensation plan strictly for employee contribution.

1620 12<sup>th</sup> Avenue, Suite 205  
Seattle, Washington 98122

[www.capitolhillhousing.org](http://www.capitolhillhousing.org)