

Historic District Development Corporation
Job Description
Director of Community Development & Revitalization

About HDDC:

The Historic District Development Corporation (HDDC), a 501(c)(3) non-profit community development organization, is seeking a Director of Community Development & Revitalization to oversee all aspects of real estate management and revitalization projects. Founded in 1980, HDDC is dedicated to passionately setting the standard for strengthening, revitalizing and preserving the identity and history of our communities through equitable and inclusive development. In addition to developing real estate projects, HDDC is looking to deepen its connection to and partnership with community-based, government, and cultural organizations in Atlanta.

About the Position:

HDDC is seeking an experienced, entrepreneurial leader with a background in real estate development and community revitalization to guide and implement programs and policies to accomplish a shared, strategic vision for HDDC's portfolio and target area. The Director of Community Development & Revitalization will collaborate closely with the Executive Director on project implementation, engagement, and advocacy where appropriate.

Essential Duties

- Direct the flow of real estate transactions.
- Identify emerging needs and issues that impact housing, economic self-sufficiency or community vitality; propose appropriate responses, including new program or outreach efforts for HDDC to respond to these evolving needs. Proactively communicate issues, observations, opportunities and insights to the team.
- Advise and or assist in the development of proposals and projects based on technical expertise to support the highest and best use of the assets.
- Advise and guide HDDC's real estate strategy and specific projects and funding strategies to finance redevelopment opportunities.
- Support Real Estate Project Manager and Executive Director in tasks necessary to obtain local approvals and neighborhood acceptance of proposed developments, including submitting land use applications, attending hearings, neighborhood meetings and fostering a team approach to obtaining neighborhood acceptance.
- Cultivate and maintain relationships with community partners and stakeholders, with an eye towards partnering on programmatic initiatives.

- Represent HDDC and/or the Executive Director at meetings, conferences, tours, presentations, and as otherwise directed.
- Perform other related duties as assigned.
- Some evenings and weekends are required; local travel is required.

What You Need To Succeed

- A Bachelor's degree in urban planning or a related field. Master's degree in Real Estate Development, Urban Planning, Urban Design, Public Policy preferred.
- Ten (10) years of professional experience in community development, real estate development, construction, architecture or urban planning OR, any equivalent combination of experience and training which provides the required knowledge, skills and abilities.
- High energy and conviction for HDDC's mission to passionately set the standard for strengthening, revitalizing and preserving the identity and history of our communities through equitable and inclusive development.
- Clear and holistic understanding of real estate development process including acquisition, appraisals, surveys, feasibility and market analysis.
- Professional and resourceful style; ability to take initiative and manage multiple tasks and projects.
- Ability to represent HDDC at external meetings, community events and speaking engagements.
- Strong understanding of effective organizing techniques and an ability to develop relationships with community members and organizations.
- Strong writing and verbal presentation skills are essential. Interest in working collaboratively in a team environment required.
- A strong professional network in Atlanta.
- This position reports to the Executive Director