



## **Development Manager**

The Development Manager will direct the execution of projects under development and/or redevelopment via the Company's development and Developer Funding Platform (DFP). This position requires an experienced, self-motivated, and organized individual who can thrive in a fast-paced collaborative environment. The Development Manager manages the pre-development and development process of over a dozen projects at various stages. This position reports directly to the Chief Growth Officer.

### **What you will do:**

- Review and succinctly summarize all zoning, municipal codes and requirements.
- Direct consultants on conceptual design, preparation of preliminary budgets, project schedules and risk analysis on proposed projects.
- Solicit proposals, negotiate contracts and manage the activities of consultants hired to perform specific project-related activities including architectural, civil, survey, geotechnical and environmental services.
- Work with local governmental agencies to confirm municipal approval process including site plan approval, special use permits, rezoning, variances, storm water management, etc.
- Establish relationships with planning staff, economic development departments, and elected officials to navigate approval of development projects.
- Attend and present public hearings for required municipal approvals.
- Obtain, inventory and review all due diligence related materials including survey, title, environmental studies, zoning and Property Condition Assessment Reports and provide written recommendations for further action. Coordinate with tenant on site design.
- Collaborate with internal stakeholders including originators, legal counsel and construction to drive projects to completion.
- Evaluate development sites feasibility including preliminary budgeting, topography, access, zoning and the availability and suitability of utilities.
- Research and report on public funds or government policies (City, County, State and Federal) that support proposed projects.
- Coordinate with legal counsel on all lease, title, survey and REA/Declaration reviews.
- Review plans and schedules to verify the property is in compliance with governmental regulations and Tenant's lease requirements (i.e. parking, setbacks, lot coverage ratios, building height limitations)
- Maintain all due diligence tracker reports, critical dates report and closing checklists.
- Prepare and process due diligence sign-off packages.
- Review and approve all due diligence related vendor invoices for accuracy and compliance.

### **Who you are:**

- BA/BS degree in Engineering, Project Management, Real Estate Development, Construction or related field preferred
- Minimum 5 years of commercial real estate transaction/development experience preferred
- Strong familiarity with zoning/municipal codes, approval process, and public hearings.
- Strong proficiency in Microsoft Excel, PowerPoint and Project
- Excellent organizational and project management skills



- Ability to multi-task multiple projects in different phases and can prioritize to meet required deadlines
- Articulate issues and recommend solutions clearly and concisely both verbally and in writing
- Detail oriented with strong analytical skills
- Must thrive in a fast-paced environment
- Proven ability to work collaboratively in a growing Team
- General understanding of contracts and commercial real estate leases

### **Why Agree Realty?**

Agree Realty Corporation (NYSE: ADC) is a high-growth Real Estate Investment Trust based in Royal Oak, MI. We are primarily engaged in the acquisition and development of properties net leased to industry-leading, omni-channel retail tenants. As of March 31, 2024, the Company owned and operated a portfolio of 2,161 properties, located in 49 states and containing approximately 45 million square feet of gross leasable area.

We offer our team members generous compensation and benefits packages that include:

- 100% company-paid monthly health insurance premiums for team members and dependents
- 100% company-paid short-term, long-term, and life insurance premiums for team members
- Simple IRA retirement plan with 3% company match
- 3 company-provided lunches per week
- Onsite fully equipped gym and locker rooms
- Opportunity to volunteer at a charity of your choosing with our Agree Gives Back program

Our team feels at home working in our brand new, modern office building furnished with a generously stocked café, state-of-the-art auditorium, coffee bar, and open-area collaboration workspaces. Ongoing professional development and technology training opportunities are offered to help all team members advance their careers.

To apply, please visit: <https://airtable.com/appbXXJWXpn1JrsI8/shr1p8mNYNEZTx1U1>

For additional information about our company, please visit: <https://agreerealty.com/>

*Agree Realty Corporation is an equal opportunity employer and does not discriminate on the basis of race, color, gender, religion, age, sexual orientation, national or ethnic origin, disability, marital status, veteran status, or any other occupationally irrelevant criteria.*