



Development Manager

The Development Manager will direct the execution of projects under development via the Company's Development and Developer Funding Platforms. This position requires an experienced, self-motivated, and highly organized individual who can thrive in a fast-paced, process-driven, and collaborative environment. The Development Manager works closely with the Company's Development Directors and 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:

- Obtain, inventory, and review all due diligence-related materials, including leases, purchase agreements, development agreements, construction drawings, survey, title, environmental studies, zoning, and Property Condition Assessment Reports, and provide written recommendations for further action to mitigate risk.
- Collaborate with internal stakeholders including development directors, legal counsel, asset management, and construction to drive projects to completion.
- Evaluate development site feasibility including preliminary budgeting, topography, access, zoning and the availability and suitability of utilities.
- Coordinate with legal counsel on all lease, title, survey, and REA/Declaration reviews.
- Review plans and schedules to verify the property comply 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
- Review and succinctly summarize all zoning, municipal codes, and requirements.
- 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 the municipal approval process including site plan approval, special use permits, rezoning, variances, stormwater management, etc.

Who you are:

- BA/BS degree in Engineering, Project Management, Real Estate Development, Construction or a related field preferred
- 3-5 years of project management experience required
- 5 years of commercial real estate transaction/development experience preferred
- General understanding of contracts and commercial real estate leases
- 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 meeting 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



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 September 30, 2024, the Company owned and operated a portfolio of 2,271 properties, located in 49 states and containing approximately 47 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/appbXXJWXpn1Jrsl8/shr1p8mNYNEZTx1U1>

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