AGREE REALTY
RETHINK RETAIL

Development Manager

The Development Manager is an experienced, self-motivated, and organized professional who thrives in a fast-paced, collaborative environment. This role manages pre-development, due diligence, and entitlements for more than a dozen projects at various stages. Working closely with Development Directors, Legal, Due Diligence, Asset Management, and Construction, the Development Manager coordinates project requirements, mitigates risk, maintains critical milestones, and helps ensure projects progress as planned. This is a fully on-site position based out of our office in Royal Oak, MI.

What you will do:

- Manage the pre-development, due diligence, and entitlement activities for a multi-project pipeline, coordinating priorities and tracking projects through key milestones.
- Review and summarize leases, purchase agreements, development agreements, construction drawings, surveys, title, environmental studies, zoning requirements, municipal codes, and Property Condition Assessment Reports; provide clear written recommendations to mitigate identified risk.
- Evaluate site feasibility, including preliminary budgeting, topography, stormwater requirements, access, zoning, utilities, and other site-specific constraints.
- Direct consultants in conceptual design, preliminary budgets, project schedules, and risk analysis for proposed projects.
- Coordinate with municipal agencies and officials to confirm and manage required approvals, including site plan approval, special use permits, rezoning, variances, stormwater approvals, and support for building permits.
- Coordinate with legal counsel and internal stakeholders on lease, title, survey, and REA/Declaration reviews, and drive timely resolution of open items.
- Review plans and schedules to confirm compliance with governmental requirements and tenant lease provisions, including co-tenancy, parking, setbacks, lot coverage ratios, and building height limitations.
- Partner with Construction to solicit proposals, negotiate contracts, and manage architectural, civil, survey, geotechnical, environmental, and other project consultants.
- Maintain productive working relationships with tenants, design teams, consultants, municipal officials, and staff.
- Maintain due diligence trackers, critical-date reports, project schedules, and closing checklists; prepare and process due diligence sign-off packages.
- Review and approve due diligence-related vendor invoices for accuracy and alignment with project scope and contracts.
- Collaborate across Development, Legal, Due Diligence, Asset Management, and Construction to resolve issues, keep stakeholders informed, and advance projects toward completion.
- Research and report on public funding opportunities or governmental policies that may support proposed projects, when applicable.
- Provide concise pipeline and project status reporting to senior management, including key risks, decisions, upcoming milestones, and recommended actions.
- Drive process improvements and develop best-in-class methodologies for due diligence and project management.

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Who you are:

- 7+ years of commercial real estate transaction, development, or related project experience.
- Bachelor's degree in Engineering, Project Management, Real Estate Development, Construction, or a related field preferred.
- Ability to interpret zoning regulations, municipal codes, development documents, plans, and technical reports.
- Proficiency in Microsoft Excel, PowerPoint, and Project.
- Highly organized and detail-oriented, with the ability to manage multiple priorities and critical dates in a fast-paced environment.
- Effective communicator who can collaborate across internal teams and with external partners.
- Ability to articulate issues and recommend solutions clearly and concisely, both verbally and in writing.
- Comfort working with budgets, contracts, invoices, schedules, and project documentation.
- Self-motivated, service-oriented, adaptable, and willing to support evolving business needs.
- Proven ability to work collaboratively within 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 June 30, 2026, the Company owned and operated a portfolio of 2,825 properties, located in all 50 states and containing approximately 60 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: Workforcenow/ADP

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.