

POSITION DESCRIPTION

Development Manager



Reports to: Chief Development Officer

Supervises: Assistant Project Development Manager

CHL Capability Band: #2

Primary Purpose:	The Development Manager is responsible for the identification, assessment and delivery of new housing developments and redevelopment of existing assets which supports CHL's strategic direction and growth strategy.
Context:	This is a senior role leadership role contributing to CHL's vision of a world without housing poverty and is a role model for CHL's values, vision and goals. Staff working at this level are expected to manage work practices for the health and wellbeing of staff and promote and adopt a balanced and positive approach to work and ensure health and safety risks are addressed in a working environment free from harassment and discrimination.
Work Health & Safety:	Ensure all tasks and activities associated to the role's operations comply with WHS legislation, relevant State jurisdiction and CHL health and safety policies, procedures and directions
Responsibilities:	<p>The Development Manager will liaise with key stakeholders to develop quality project outcomes by:</p> <ol style="list-style-type: none"> 1. Assisting the State Manager to prepare and implement integrated portfolio development and growth strategies for the State. 2. Identify and assess new development opportunities in line with the CHL's growth strategy and acquisitions/divestments through effective portfolio management. 3. Prepare development feasibilities and project evaluations in conjunction with the Project Services team with a focus on identifying and mitigating risk. 4. Co-ordinate development and delivery of capital projects through engagement with multi-disciplinary consultancies across design, planning, and delivery. 5. Ensure effective management of project budgets and work with Finance on effective project accounting management. 6. Manage procurement in accordance with CHL policies and procedures including quotations, estimates, selection and evaluation of tenders from suppliers and contractors. 7. Provide and co-ordinate reporting requirements for internal and external stakeholders. 8. Actively participate in the State's leadership team and work to foster strategic partnerships across Government, NFP and private sectors. 9. Contribute to continuous improvement to optimise approaches to strategic portfolio management and delivery of growth opportunities.
Technical Skills, Experience & Qualifications:	<ul style="list-style-type: none"> • Minimum 3-5 years' experience in similar role within property development, housing, project management or related field. • Relevant tertiary qualifications in property development or related discipline highly desirable. • Strong communicator with proven experience in developing relationships and working collaboratively with a range of stakeholders to achieve project outcomes. • High level conceptual and problem-solving skills. • Commitment to the right of every person to good quality housing. • Satisfactory Police and Working with Children's Check
Key Capabilities:	<p>Client Focus: Provides leadership and focuses team on client outcomes</p> <p>Achieves Results: enables the achievement of quality outcomes by identifying and removing potential barriers to success</p> <p>Solves Problems: monitors programs, identifies potential problems, and develops and implements collaborative solutions.</p> <p>Project Management: responsible for project management and delivery to meet time, budget and quality outcomes.</p> <p>Resilience: motivates and supports teams to achieve CHL's objectives even in difficult circumstances.</p>

	<p>Advocacy: articulates clear and persuasive messages about key issues when advocating or negotiating on behalf of CHL.</p> <p>Strategic Thinking: considers multiple perspectives and risks when assessing key issues and develops solutions with long-term viability for CHL.</p> <p>Leadership: actively manages staff performance, addresses and resolves team and individual performance issues.</p> <p>Engages with Risk: ensures that risks are identified and managed effectively, and appropriate strategies are in place to respond to variances.</p> <p>.</p>
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