

**Position Title:**

Director of Real Estate Development and Partnerships

The Community Arts Stabilization Trust (CAST) was founded in 2012 on the belief that the arts drive strong, vibrant, diverse communities. Together with its partners, CAST strives to stabilize rent and secure space for arts organizations in the SF Bay Area, the hottest real estate market in the nation. CAST is considered essential if San Francisco is to remain a vibrant and thriving home for arts entities that cultivate creativity, community, economic development and neighborhood stability. With over \$16 million in funding to date, CAST is regarded as a major rising star and is quickly emerging as the “go to” organization for real estate development and management in the arts sector.

Organization Description:

Founded in 2012, Community Arts Stabilization Trust facilitates equitable urban development by creating affordable workspaces for arts and cultural organizations. CAST does so by acquiring properties, building the capacity of cultural organizations to lease and own property, leasing to sustain below-market rents for those not poised to buy, and developing complementary initiatives to achieve its mission.

We believe that when arts entities have stable homes, shielded from a volatile real estate market, artists and arts groups are free to be the trailblazers and culture bearers that help make San Francisco a global hub of innovation and creativity.

Current projects include: the development and renovation of two cultural facilities at 1007 Market Street and 80 Turk Street in San Francisco, a city-wide mapping project of cultural spaces, and a three-year \$2 million technical and financial assistance initiative designed to mitigate nonprofit displacement in the arts sector. The latter is conducted in collaboration with Northern California Community Loan Fund, with funding from the San Francisco Arts Commission.

For more information, go to www.cast-sf.org.

Position Overview:

The Director of Real Estate Development and Partnerships will oversee and execute the day-to-day operations of CAST real estate development and asset management. Working closely with the executive director, s/he will be responsible for the continued development and growth of CAST in San Francisco and its potential expansion beyond San Francisco. S/he will report directly to the Executive Director. This is a full-time exempt position.

Responsibilities will include the following:

- Originate, coordinate and implement all aspects of the development of workspace projects for artists and arts organizations. Projects may include new construction, acquisition and rehabilitation, and joint ventures with other developers.
- Review, analyze and write recommendations on how to proceed on potential opportunities regarding CAST's real estate strategies and properties
- Work closely with the executive director on the development of partnerships in the private and public sector in support of CAST's mission and strategies
- Develop and manage real estate project budgets
- Analyze existing economic, demographic, market and other salient environmental variables to identify areas for CAST development and expansion with the understanding of the income and expense side of real estate to assure a stable investment

Qualifications:

- 10 years+ of real estate development experience in a nonprofit/social enterprise working in community development, affordable housing, land conservation, or in a for-profit real estate development company.
- Bachelor's degree in business, urban planning, or related fields required. Master's degree preferred.
- Experience or background in all aspects of real estate project development from acquisition through construction completion.
- Working knowledge and experience with private and public sector financing, including local, state and federal financing programs such as New Market Tax Credits, Historic Tax Credits, and Tax Exempt Bonds.
- Excellent ability to prioritize, direct and execute multiple time-sensitive priorities with precision and integrity.
- Ability to maintain confidentiality and a high level of discretion.
- Exceptional, proven ability to be a leader and team player
- Excellent listener and communicator with diverse set of stakeholders.
- Possesses a positive, proactive and can do attitude.
- A sense of humor.
- Ability to work weekends and evenings, as required.
- Commitment to CAST's mission and goals as well as an interest in the arts.

Work Environment and Physical Requirements:

Typical office environment

Ability to lift up to 25 pounds

Position Location: San Francisco, CA

How to Apply:

Please submit a resume, salary history, and a cover letter describing why you would be interested in working at CAST to info@cast-sf.org. Kindly include the position name in the e-mail subject line.

The Community Arts Stabilization Trust is an Equal Opportunity Employer and as such, complies with Federal, state, and/or local laws that prohibit discrimination in employment, based on race, religion, color, age, sex, national origin, citizen or intending citizen status, disability and veteran status. Information provided during the application or employment process will not be used to discriminate against any individual in any manner. Qualified candidates of diverse backgrounds are encouraged to apply.