



Development Manager (Full-Time)

The Revenue Authority of Prince George's County is seeking a **Development Manager** to be responsible for assisting in the planning, coordinating, and managing of real estate development initiatives that support revitalization, and strategic investment objectives.

The incumbent would oversee development projects from concept through completion, including site acquisition, feasibility analysis, stakeholder engagement, and project implementation. Post project completion the **Development Manager** will manage all third-party site contracts such as property manager, commercial brokers and other related contractors.

The Revenue Authority of Prince George is a quasi-governmental entity that serves as a real estate development and development finance agency, an operator of programs and facilities, and a manager of programs and facilities in partnership with other Prince George's County agencies.

Responsibilities include but are not limited to:

- Manages real estate development projects, including redevelopment, mixed-use, commercial, residential, and public-private partnership initiatives.
- Coordinates all phases of development projects, including planning, due diligence, feasibility, entitlements, design team engagement and coordination, design review, procurement, construction oversight, and project closeout.
- Collaborates with legal, finance, planning, and operations teams to facilitate project execution.
- Identifies, evaluates, and manages property acquisition opportunities, including due diligence, site analysis, negotiations, and transaction coordination.
- Oversees asset management activities for owned or managed properties, including performance monitoring, lease administration, capital planning, and portfolio optimization.
- Oversees and leads the development teams through the entire development lifecycle.
- Develops and maintains relationships with developers, investors, brokers, consultants, public agencies, and community stakeholders.

- Prepares and reviews Requests for Proposals (RFPs), development agreements, leases, contracts, and related project documents.
- Monitors project schedules, budgets, and deliverables to ensure timely completion and compliance with organizational goals.
- Conducts market research, financial feasibility analyses, and site assessments to identify development opportunities and support strategic planning.
- Researches and pursues funding opportunities, grants, tax incentives, and financing programs that support development projects.

Qualifications/Skills Required:

- Bachelor's degree in Real Estate Development, Urban Planning, Business Administration, Economic Development, Public Administration, or a related field.
- Minimum of three (3) years of progressively responsible experience in real estate development, project management, economic development, or related field.
- Experience managing complex capital projects and working with public/private stakeholders *preferred*.
- Experience in managing real estate development processes, land acquisition, zoning, permitting, and construction management.
- Experience mapping architectural, permitting, and construction draw schedules directly to the dynamic financial model to track real-time budget variance.
- Capacity to translate technical information into practical recommendations for stakeholders.
- Ability to prepare clear, concise, and persuasive written documents to support agency initiatives, funding opportunities, or strategic projects.

Why Should You Join Our Team

As a dynamic agency, we understand what it means to have a work culture that is dedicated and flexible to create a work/life balance. The Revenue Authority of Prince George's County is an equal opportunity employer committed to promoting an inclusive work environment free of discrimination and harassment. We are committed to our mission and values, while promoting a sense of belonging and growth with our coworkers.

Together, we continue to build a culture that encourages, supports, and celebrates the diverse voices of our employees.

We are proud to offer a comprehensive benefits package including:

- Medical, Dental, vision, EAP services, and more!

- Vacation, Sick and Personal Leave
- 401K Retirement Savings Plan
- Telework/Hybrid Work for Qualified Positions
- Opportunities for Professional Development
- Friendly Team-oriented Work Environment

If you are interested in this position, we encourage you to apply!

https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=033b4c3e-8e78-42bc-befc-03a22c7628d0&cclid=19000101_000001&lang=en_US&&source=EN&selectedMenuKey=CareerCenter&jobId=572960

Conditions of Employment

Must successfully complete background & driving record check and drug test

Eligibility to Work

Under the Immigration Reform and Control Act of 1986, an employer is required to hire only U.S. citizens and lawfully authorized alien workers. Selected candidates for employment will be required to show and verify authorization to work in the United States.

Closing Date

Open until filled.

Pay

\$100,000 Annually *Exempt*