



## **Project Manager**

### **Position Summary**

The Project Manager is an integral part of the I-195 Redevelopment District (District) team. The Project Manager works closely with third-party development partners to manage the predevelopment and closing process on behalf of the District, manages District-led projects, and ensures ongoing compliance of development projects in the District. The Project Manager reports to the Executive Director.

### **About the I-195 Redevelopment District**

The District and its governing Commission were created in 2011 to oversee the redevelopment of land made available in downtown Providence as a result of the relocation of Interstate 195. The I-195 Redevelopment Act of 2011 designates the District parcels for “commercial, institutional and residential development and beneficial reuse, including without limitation to support or encourage workforce development, education and training, and the growth of ‘knowledge-based’ jobs and industries such as research and development, life sciences, media technologies, entrepreneurship and business management, design, hospitality, software design and application, and a variety of other uses consistent with a Knowledge-based economy.” Our goal is to create a thriving neighborhood and innovation district that attracts investment and fosters economic growth and opportunity.

There is over 2 million SF of development completed, under construction, or proposed in the District, with six completed projects, three under construction, and five in predevelopment. The District also owns and operates [195 District Park](#), a 7-acre urban waterfront park, and is currently developing an approximately 3,500-SF pavilion in the park.

For more information about the District, visit [www.195district.com](http://www.195district.com).

### **Responsibilities**

- Manage the predevelopment and entitlement process for multiple projects that are proposed in the District. Responsibilities include working closely with third-party developers and District consultants on design review, zoning compliance, environmental permitting, and other pre-closing requirements.
- Support real estate closings.
- Monitor project compliance through construction and beyond, including compliance with any incentive agreements.
- Manage District-led projects from predevelopment through design and construction including overseeing project consultants and managing project schedule and budget. Examples of recent projects include a freestanding park food and beverage pavilion, electrical upgrades, and landscaping improvements.
- Assist with the development of Requests for Proposals for development parcels and evaluation of proposals, including reviewing financial pro formas.
- Perform other related duties as requested and assist with special projects.

## Key Competencies

- Strong project management skills; high attention to detail and ability to effectively lead large teams of consultants
- Ability to work independently and effectively manage several projects simultaneously
- Knowledge of real estate development
- Familiarity with real estate closing process and fluency with legal matters and legal documents
- Knowledge of real estate finance including capitalization and ongoing operations
- Knowledge of construction process preferred
- Experience with public-private partnerships preferred
- Experience working on urban redevelopment and ground-up construction preferred
- High proficiency in Excel and financial modeling
- Excellent written communication skills, especially with PowerPoint or similar platforms

## Professional Qualifications:

- Bachelor's degree (Master's degree preferred) with at least three (3) years of experience in related field, such as real estate, planning, business, finance, law, and/or qualitative analysis. Excellent computer skills, proficient in Microsoft Word, Excel, PowerPoint, Adobe Acrobat and Outlook.

*Salary Range: \$75,000 - \$100,000, commensurate with experience.*

*The District welcomes and encourages diversity in our workforce at all levels of the organization. We provide equal employment opportunities to all employees and applicants for employment and prohibit hiring discrimination of any type. All District hiring decisions are made without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws. All employment at the District is at-will unless specified otherwise.*

Resumes with cover letters should be submitted to [questions@195district.com](mailto:questions@195district.com).