



DOWNTOWN BROOKLYN PARTNERSHIP

Vice President of Real Estate & Economic Development

ORGANIZATION BACKGROUND

Downtown Brooklyn Partnership (DBP) is a not-for-profit local development corporation that serves as the primary champion for Downtown Brooklyn as a world-class business, cultural, educational, residential, and retail destination. Working together with the three business improvement districts (BIDs) that it manages – MetroTech BID, Fulton Mall Improvement Association, and Court-Livingston-Schermerhorn BID – the Partnership’s diverse activities include attracting new businesses and improving the environment for existing stakeholders; facilitating the construction of public spaces and streetscapes that promote an active and cohesive community; supporting and promoting Downtown Brooklyn’s cultural and civic assets; and encouraging a unified sense of place and an engaged community.

ROLES AND RESPONSIBILITIES

DBP is seeking an experienced urban development professional to lead the organization’s economic development work and liaise directly with board members, senior city officials, district business and real estate stakeholders. Reporting directly to the President, the Vice President of Real Estate + Economic Development is a key member of DBP’s senior staff and manages a team that oversees research and market analysis, commercial attraction, and economic development initiatives. The Vice President, Real Estate and Economic Development will bring creativity and vision to the work of responding to post-pandemic commercial use within Downtown Brooklyn. This role leads a team of two direct reports and is responsible for team management, leadership and strategy. Along with the senior leadership team, this role is a key part of fostering a positive organizational culture.

Responsibilities include:

Planning + Development

- Manage land use and policy initiatives including the advocacy to government agencies for programs that retain and attract businesses and investment to Downtown Brooklyn;
- Foster and manage relationships with real estate developers, brokers, government agencies, consultants, elected officials, and community stakeholders;
- Lead DBP’s efforts as neighborhood champion for affordable housing and inclusive economic development
- Serve as primary liaison to Brooklyn Department of City Planning and the Economic Development Corporation;

Commercial Attraction + Research

- Execute a commercial attraction strategy that showcases the strength of Downtown Brooklyn and attracts major office and retail tenancies;
- Develop and guide research initiatives and reports, including quarterly real estate market reports, data analysis across all asset types, and regularly tracking occupancy across the DBP geography

- Build relationships with commercial real estate brokers, businesses, and other key stakeholders to attract new office, retail, and entertainment uses in Downtown Brooklyn with the goal of job creation, business growth, and the livability of a vital, mixed-use Downtown Brooklyn;
- Work closely with DBP's External Affairs team to develop marketing collateral that supports commercial and retail leasing and attraction
- Work with outside consultants, City agencies, and other partners to understand shifts in the commercial and retail real estate market and craft positioning strategies that serve the needs of the downtown Brooklyn while leveraging public policy initiatives and other incentives

Asset Management

- Oversee the leasing and tenant coordination at 80 Hanson Place, an 23,000 SF commercial building serving non-profit arts and cultural organizations.
- Site tours with prospective tenants, lease negotiations and execution, and work closely with the Facilities Management team to develop and execute the asset's annual budget.

Board + Stakeholder Engagement

- Partner with the Board of Directors to develop and oversee all major policy initiatives including: the preservation of incentive programs such as REAP and ICAP, affordable housing advocacy, and major infrastructure projects;
- Support the DBP President in sourcing and engaging with new and existing DBP board members;
- Lead the coordination and execution of the DBPs annual Real Estate Breakfast that convenes members and stakeholders in relevant commercial real estate conversation through panel discussions and networking
- Represent DBP at community meetings, inter-agency planning meetings, real estate conferences, broker events, and business development events;

Other duties as assigned.

QUALIFICATIONS

- 5+ years of experience in real estate development, community-based development, brokerage services, real estate finance or related field;
- Experience with the NYC development process including understanding of land use changes (ULURP), deal structuring, financing mechanisms, and construction processes;
- Significant industry contacts throughout Brooklyn including but not limited to developers, brokers, and senior city agency employees;
- Expertise with Brooklyn real estate market indicators in all asset classes for both leasing and acquisition;
- Strong understanding of real estate financial concepts including pro forma modeling;
- Knowledge of the roles business improvement districts and economic development corporations play in assisting local businesses and property owners, and the tools available to spur economic development growth;
- Entrepreneurial and creative, with a strong team spirit and work ethic;
- Exceptional oral and written communications skills and meticulous attention to detail;
- Confidence and ability to interact, lead, and support a diverse range of constituents;
- Graduate Degree (Real Estate, Urban Planning, or Business Administration)

COMPENSATION

\$130,000 - \$140,000

Competitive benefits package.

TO APPLY

Interested candidates should email the items below to jobs@downtownbrooklyn.com with the subject line “Vice President of Real Estate + Economic Development.”

- Resume and cover letter describing your interest in and fit for the role;
- Salary requirements;
- Writing sample.

Downtown Brooklyn Partnership is an Equal Opportunity Employer

We are dedicated to building a culturally diverse workplace representative of Brooklyn’s strengths and the people we serve. DBP strongly encourages applications from qualified minority and women candidates.