



## Western Reserve Land Conservancy

land • people • community

### Job Posting Manager of Real Estate

Western Reserve Land Conservancy has an immediate opening for a Manager of Real Estate. This full-time position is located at the organization's Conservation Center at 3850 Chagrin River Road, Moreland Hills, Ohio 44022. This position reports to the Senior Vice President for Conservation Transactions.

#### BACKGROUND

Western Reserve Land Conservancy provides the people of northeast Ohio with essential natural assets through land conservation and restoration. Headquartered in Moreland Hills, Ohio, we are the largest land conservancy in Ohio, employing over 40 people in offices throughout northern and eastern portions of the state. Our land conservation team has conserved more than 56,000 acres of natural area and working farms in 23 Ohio counties. Thriving Communities, our urban revitalization program, is nationally recognized for thought leadership on removing blight; creating land banks to find productive uses for vacant properties; and revitalizing communities through greening strategies. Our mission is funded through a combination of program revenue, government grants, consulting fees and philanthropic gifts from individuals, foundations and corporations.

#### POSITION SUMMARY

The Manager of Real Estate plays a lead role in originating, structuring and overseeing all land acquisition work in support of the organization's conservation goals with a focus on maximizing high priority acres; raising net revenue from land acquisition transactions; and achieving concurrence with targeted conservation partners throughout the region. The Manager of Real Estate directly supports those goals by effectively executing multiple sophisticated, risk-bearing land acquisition and disposition transactions both within and outside of Western Reserve Land Conservancy's service area.

This position requires periodic travel throughout our service region, but when not traveling the individual is expected to work regularly at the Conservation Center.

#### RESPONSIBILITIES

The Manager of Real Estate will have four primary areas of focus: 1) acquisition and disposition of real property; 2) collaboration and leadership; 3) financial planning and reporting; and 4) public partnerships and engagement.

- **Acquisition and Disposition of Real Property**
  - Play a key role in structuring opportunities, developing funding plans, and determining what land conservation tools will be used to optimize funding, concurrence, and Conservation Team (CT) Program Revenue, while ensuring appropriate acquisition projects are selected, screened, and prioritized.
  - Conduct project negotiations independently and as necessary to assist the Transactions Team. Work to secure land rights, evaluate contract changes, assess land value, and

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guide multi-faceted and dynamic transactions through to closing on time, and on budget.

- Manage an increasingly active and innovative Conservation Buyer Program, creating value for our partners, and providing CT Net Revenue.
- Lead, coordinate and drive all facets of transactions involving sales of real property, which includes preparing marketing material, listing and showing properties and structuring sales.
- Coordinate and deliver internal requests relating to property valuation and appraisals.
- **Collaboration and Leadership**
  - Work closely with the Senior Vice President for Conservation Transactions (SVPCT), the Transactions Team, Director of Stewardship, Director of Development, and Director of Conservation Project Management to foster positive communication and collaboration.
  - Advise and support teams that include Legal, Transactions, Project Management, Public Funding, Public Policy, Development, Stewardship, Thriving Communities, and others.
  - Work with the Transactions, Project Management, Conservation Funding, and Development teams and others to determine appropriate funding options, secure funding sources, secure private donations, and seek out new and increased sources of private funding.
  - Provide staff level leadership, and foster positive communication within Conservation Team and across the organization.
- **Financial Planning and Reporting**
  - Work with the SVPCT to establish annual goals for strategic planning initiatives (relating to land acquisitions), forecasting, and CT Earned Revenue goals and budgeting, with a focus on timely performance.
  - Work closely with the SVPCT and Chief Financial Officer to secure financing for acquisitions and make recommendations on loans to bridge financing gaps for acquisitions.
  - Secure project-related revenue for annual operating budget, working diligently to generate CT Earned Revenue on each transaction wherever possible.
- **Public Partnerships and Engagement**
  - Engage, collaborate, and manage relationships with targeted partners, funding partners, community leaders, and the community as a whole.
  - Work with Director of Public Policy and Manager of Conservation Funding to strengthen partnerships and relationships, as well as seek out and secure additional funding opportunities.
  - Participate in other conservation related activities, fundraising activities, outreach events, direct donor appeals and special events.

#### **REQUIRED EDUCATION, EXPERIENCE, CAPABILITIES**

- A minimum of 4+ years of work experience, preferably in conservation, land acquisition, or real estate is required.
- Bachelor's degree preferred but not required
- Demonstrated record of structuring deals, implementing plans, managing competing deadlines and achieving goals.
- Must be highly energetic and possess a positive approach to the role
- Strong organizational and detail management skills and an ability to work independently and proactively
- Must enjoy working on fast-paced, potentially high risk, and complex transactions

- Excellent analytical, interpersonal, written and oral communications skills
- Must be able to function effectively in a team-oriented environment
- Must be willing to travel throughout the region as needed
- Demonstrated commitment to the Land Conservancy's mission is essential.

#### **APPLICATION PROCESS**

Interested individuals should send a resume and cover letter to Bob Kissling, Director of Human Resources, at [rkissling@wrlandconservancy.org](mailto:rkissling@wrlandconservancy.org)

*Western Reserve Land Conservancy is an Equal Opportunity Employer and is committed to hiring staff members who represent the rich diversity of our community. All qualified candidates will receive consideration for employment and not be discriminated against based on race, sex, sexual orientation, gender identity, age, color, religion, national origin, disability, genetic information, protected veteran's status, or other legally protected classification in the State of Ohio.*