

EMPLOYMENT OPPORTUNITY

Job Title: Project Manager, Community Investment Consulting

Date Posted: February 1, 2016-February 19, 2016

Employment Type: Full Time with benefits, exempt and at-will.

Compensation: Salary commensurate with experience. Competitive benefits package.

Location: Either ACT's main office in Baltimore, MD or ACT's satellite office in Philadelphia, PA. For Philadelphia employees, travel required to Baltimore office one day a week.

About American Communities Trust: American Communities Trust (ACT) is dedicated to building strong, vibrant communities by partnering with nonprofit and for-profit organizations to develop community investment strategies that have lasting social impact and create economic opportunity. Founded in 2008, ACT focuses on the nexus of social-impact real estate, impact investment, and community benefits in order to build dynamic, cross-sector partnerships. ACT currently has projects in 27 cities and clients that range from local nonprofits to national banks and private real estate developers.

Job Description: The project manager position will work in teams, performing services for clients such as financial institutions, real estate developers, and private universities, consulting and advising on responsible community investment strategies. Each engagement is different and customized to the client's needs. Examples include a bank seeking to develop an innovative approach to community investment in markets where it has affordable housing projects, or a private university that wants to make strategic investments to revitalize its nearby urban neighborhoods. ACT's work involves communication and interfacing with both corporate clients and diverse community stakeholders. Our work encourages creative, outside-the-box thinking, and we look for team members who have a combination of hard skills (e.g., real estate, finance, planning, legal, accounting, etc.) with experience and sensitivity for community development. We focus on quantifying social impact and creating platforms for evaluating the outcomes of our work for communities.

Qualifications:

- Bachelor's degree or higher;
- Strong interest in social impact work and community development;
- Experience working with diverse stakeholders;
- Relevant hard skills including but not limited to legal, finance, real estate, planning, and analytics;
- Understanding of tools and methodologies for evaluating impact;
- Clear, narrative writing and communications skills;
- Detail oriented;
- Creative, open-minded, and willing to learn on the job;
- Strong time management skills, deadline-oriented, and outcome-focused;
- Able to work in a flexible, fast-paced environment;
- Entrepreneurial and self-motivated while also a good team player.

Application: To apply, please email the following information to info@actimpact.org with the subject line "ACT PM Position 0216". No other type of submission will be accepted. Applications must be received by February 19, 2016 to be considered.

1. Cover letter with the following information: a) specify whether you prefer to be based in Philadelphia or Baltimore, b) salary requirements, and c) where you heard about the position.
2. Resume with education and relevant recent work experience.
3. Relevant work or writing sample that exhibits experience and/or skillsets listed for this position.

ACT is an equal-opportunity employer.