



SENIOR PROJECT MANAGER – HOUSING DEVELOPMENT

Organization Overview

The Seattle Social Housing Developer is a newly established Public Development Authority (PDA) committed to creating, owning, and stewarding permanently affordable, mixed-income housing that is publicly financed, publicly controlled, and free from market speculation. As we lay the foundation for this transformative model, guided by international examples and rooted in public accountability, we are building a team to define a new standard for equitable, sustainable, and community-centered housing development in Seattle. Our goal is to expand access, strengthen the social fabric of our city, and ensure housing that is affordable forever and inclusive by design for current and future generations.

Position Overview

We are seeking a Senior Project Manager to lead the full lifecycle of development projects, bringing strategic vision and practical expertise to shape what social housing looks like in our city. The Senior Project Manager will draw on deep knowledge of affordable housing finance, skill in cross-sector collaboration, and a strong commitment to racial equity, sustainability, and long-term community stewardship.

Aligned with our strategic plan, the Senior Project Manager will play a critical role in executing SSHD's acquisition and development goals: securing site control for one strategically located property by the end of 2025, building momentum for at least two additional acquisitions in 2026, and laying the foundation for a pipeline that scales to as many as 380 permanently affordable units annually.

Reporting directly to the CEO and working closely with the Real Estate Development Committee and external consultants, this leader will guide acquisition and new construction projects, advancing our mission to deliver affordable forever, inclusive by design housing for generations to come.



Position Details

Job Title: Senior Project Manager – Housing Development

Department: Housing Development

Reports To: CEO

FLSA Status: Exempt

Salary Range: \$135,000 - \$165,000. This full-time, salaried position includes a full package of benefits, including health, dental and vision.

Essential Duties and Responsibilities

- Lead all phases of affordable housing development projects, from concept and pre-development through financing, construction, and transition to operations.
- Work closely with the CEO and real estate development committee to assess feasibility, conduct due diligence, and manage early-stage predevelopment activities.
- Develop and maintain project proformas and financial models throughout the development process.
- Prepare and submit funding applications to public and private sources, including low-income housing tax credits and bond financing.
- Select and negotiate with lenders, investors, architects, contractors, and consultants.
- Coordinate the design process, obtain permits, and lead preconstruction and value engineering processes.
- Oversee construction by representing Seattle Social Housing at OAC meetings and managing draw processes, inspections, and punch lists.
- Ensure seamless project hand-off to operations, asset management, and compliance teams.
- Build and grow a high-performing team by shaping recruitment processes, onboarding new staff, and fostering a culture of learning, collaboration, and professional development.
- Partner across functions as the organization expands, collaborating with future communications, fundraising, and community engagement staff to lead public relations, groundbreakings, and grand openings.
- Present to community groups, public agencies, and funders; represent Seattle Social Housing in policy and advocacy forums.
- Other duties as assigned

Required Skills and Abilities

- 5+ years of hands-on increasingly responsible affordable housing development experience.
- Strong working knowledge of affordable housing finance tools and regulatory frameworks, including LIHTC, HUD, and state/local funding programs.
- Proficiency in developing and managing complex financial models (Excel-based).
- Excellent interpersonal and written communication skills.
- Ability to represent the organization to funders, partners, and public officials.
- Proven ability to build and lead multidisciplinary teams, fostering an inclusive, collaborative organizational culture that aligns staff, partners, and stakeholders around shared goals.
- Highly organized, independent, and capable of managing multiple projects and deadlines simultaneously.
- Proficient in Microsoft Office Suite (Word, Excel, Outlook) and project management platforms.

Education and Experience

- At least one full-cycle experience managing an affordable housing development project from feasibility through permanent financing conversion.
- Experience negotiating and analyzing legal and financial documents (e.g., lender and investor agreements, construction contracts).
- Experience working with diverse communities and a strong commitment to equity in housing access.

Preferred Qualifications

- Master's degree in real estate, urban planning, public administration, or related field.
- Green building certification (e.g., Build It Green, LEED).
- Multilingual abilities, especially Spanish, Chinese, Vietnamese, Somali, Tagalog, Korean, Amharic or Russian.
- Experience in community engagement or public sector advocacy.



Other Requirements

- Must pass a background check
- Ability to travel within a 60-mile radius and work occasional evenings/weekends.

To Apply:

Send a position-specific cover letter and resume in a single PDF to: careers@socialhousingseattle.org. Application deadline is November 3rd or until filled.

Building Equity Through Housing and Hiring

As part of Seattle Social Housing's overall commitment to racial equity, we work for affordable housing development that is grounded in justice. We see the hiring of this position, and all positions, as an opportunity to be a more equitable and racially just organization.

Seattle Social Housing is an equal opportunity employer and does not discriminate on the basis of race, national origin, gender, gender identity, sexual orientation, protected veteran status, disability, age, or other legally protected status. People of color, Native and Indigenous people, trans and LGBTQIA people, people with disabilities, and other individuals who bring critical perspectives from historically marginalized communities are strongly encouraged to apply.