

SENIOR DIRECTOR OF OPERATIONS

Join South Winds Development Co Inc., a company with a 50-year legacy in sustainable land development and environmental stewardship, as our new Senior Director of Operations. Our mission is to set the standard for nature preservation by creating neighborhoods with a minimum of 30% greenspace. We strive to build one-of-a-kind communities and maintain honest, positive working relationships with consultants, builders, and homeowners. Watch us as we grow and contribute to our mission of creating sustainable and vibrant communities.

RESPONSIBILITIES

- Oversee the planning, execution, and completion of all development projects.
- Develop and implement strategies for project management.
- Coordinate and supervise the work of operational staff.
- Manage external consultants and contractors to ensure adherence to contracts and milestones.
- Set and lead project teams, set project schedules, and manage teams' workload.
- Ensure that all development activities are carried out according to the project schedule and budget.
- Conduct regular site inspections to monitor progress.
- Address and resolve any issues or conflicts that arise during the development process.
- Maintain accurate records of project activities, including progress reports, budgets, and schedules.
- Provide regular updates to the CEO and other management team on project status and development activities.
- Manage communication and approvals process with regulatory bodies.
- Build and maintain strong relationships with external stakeholders.
- Support business development initiatives as needed.
- Develop and manage the operational budget, ensuring financial efficiency and accountability.
- Implement best practices and continuous improvement initiatives in development processes.
- Oversee the RFP development and selection process.
- Provide approval for operational invoices and expenses.
- Manage the land development process to ensure information accuracy, adherence to estimated timelines, and market considerations.
- Ensure compliance with safety regulations, environmental standards, and other legal requirements.
- Foster a positive and productive work environment within the development team.

SKILLS & QUALIFICATIONS

- Bachelor's degree in Construction Management, Civil Engineering, Real Estate Development, or a related field.
- At least 7 years of experience in a senior management role within the construction or real estate industry, engineering.

- Extensive knowledge of development processes, construction techniques, and project management best practices.
- Strong leadership and team management skills, with the ability to supervise and motivate development staff.
- Excellent problem-solving and decision-making abilities.
- Proficiency in project management software and tools (e.g., Procore, LotWorks, MS Project).
- Strong communication and interpersonal skills, with the ability to build and maintain relationships with stakeholders at all levels.
- Ability to manage multiple priorities and work under pressure to meet deadlines.
- High attention to detail and commitment to quality.
- Knowledge of safety regulations and best practices in construction and development.

BENEFITS

- Competitive salary
- Group benefits
- Vacation

We believe every employee should have the opportunity to participate and succeed. Through leadership by our Diversity, Equity and Inclusion Leader, we are committed to a workplace culture of respect, inclusion, and diversity. We recognize and celebrate the valuable differences among each of us, including race, religious beliefs, physical or mental disabilities, age, place of origin, marital status, family status, gender or gender identity and sexual orientation. If you require accommodation to complete the application process, please forward your resume to felicia.scaviarupi@mnp.ca

CLIENT NAME

TITLE
