



BCC JOBS BOARD

September 22nd, 2021

Firms posting their open opportunities with the [Builders of Color Coalition](#) actively welcome diverse applicants, and look forward to hearing from you. Please let firms know that you heard of the position via BCC.

[Brokerage Analyst](#)

JLL

Support the 60 sales brokers with creating financial analysis, drive-time mapping requests and abstracting leases after a transaction is complete.

[Office Manager](#)

B'nai B'rith Housing New England, Inc.

Manage the office, create and implement systems and processes to improve efficiency, and bring the organizational structure of the operation to a new level.

[Asset Manager](#)

MassHousing

Analyze documents to understand the complexity of the financing, affordability restrictions, and compliance requirements of each property.

[Affordable Housing Trust Fund Underwriter](#)

MassHousing

Provides deferred payment loans to borrowers who are developing residential properties throughout Massachusetts that include affordable units.

[Affordable Housing Trust Fund Senior Underwriter](#)

MassHousing

Administering and organizing approximately 25-35 loan closings and 50 funding applications a year and over 800 projects in the portfolio.

[Neighborhood Stabilization Program Manager](#)

MassHousing

Responsible for providing funding to support efforts to stabilize communities with high rates of vacant, abandoned, or underutilized residential properties.

[Construction Estimator](#)

Cranshaw Construction

Cranshaw Construction is seeking a Construction Estimator to join our team of dedicated preconstruction professionals.

[Program Manager: MA Housing Assistance Fund](#)

Massachusetts Housing Partnership

Launching the retail HAF program, which will provide mortgage relief and financial assistance to residents experiencing financial hardship due to COVID.

[Asset Management Officer](#)

Massachusetts Housing Investment Corporation (MHIC)

Managing a portfolio of Affordable Multifamily Tax Credit properties, New Market Tax Credit investments, and other equity or loan products.

[Assistant Property Manager](#)

Paradigm Partners

Maintenance and repair, client relations, security, janitorial services, landscaping, snow removal, etc.

[Fund Accountant](#)

The Davis Companies

Newly created fund accounting role within real estate private equity; support daily and quarterly reporting functions.

[Property Manager](#)

The Davis Companies

The Property Manager will provide operational and fiscal management of properties, among other duties.

[Architect/Designer – Housing and/or Civic Projects](#)

Studio G Architects

4-8 year Architect/Designer for Housing/Civic Projects.

[Development Manager, Seaport](#)

WS Development

Reporting to the VP of Development of Seaport, this role will work within assigned teams, providing overall project support and ensuring project success.

[Tenant Construction Manager](#)

WS Development

Being the main point of contact with tenants and their respective consultants and contractors.

[Environmental Planning Specialist I or II – Southborough, MA Office](#)

Beals and Thomas, Inc.

Provide land use permitting and environmental planning support for a variety of public and private sector development and conservation projects.

[Brokerage Specialist](#)

Cushman & Wakefield

Consists of execution of work related to commercial real estate transactions and client deliverables.

[Civil Project Engineer](#)

Nitsch Engineering

Preparation of civil/site construction documents and permitting submissions (local, state and federal) associated with a variety of land development projects.

[Project Engineer II](#)

Gilbane Building Company

Obtaining, evaluating, coordinating and distributing the information and authorizations necessary to construct the project on time.

[Superintendent III](#)

Gilbane Building Company

Responsible for ensuring that company policies and procedures are met in regard to safety, scheduling, budget, quality and customer satisfaction.

[Project Manager II](#)

Gilbane Building Company

Responsible for supporting the overall direction, completion and financial outcome of a construction management project.

[Development Associate](#)

Beacon Communities LLC

Responsible for working closely with and assisting Development Directors and senior staff on projects throughout all stages of development.

[Planner II](#)

BPDA

Conduct planning initiatives for specific city neighborhoods, and research and prepare recommendations for the Zoning Board of Appeal.

[Planning Assistant - Zoning and Regulatory](#)

BPDA

Support the Senior Zoning Planner in a variety of capacities, and assist with general zoning information as well as day-to-day administrative duties.

[Project Engineer / Environmental Engineer](#)

BPDA

Focus on the successful implementation of capital projects to repair and improve the Agency's real estate holdings.

[Resident Engineer](#)

DCAMM

Observe and document daily construction activities to monitor job progress and ensure work complies with project plans and specifications.

[Child Care Project Manager](#)

CEDAC

Lender and technical assistance provider focused on facilities development for early childhood education and out-of-school time programs in Massachusetts.

[Assistant Director](#)

Department of Neighborhood Development (DND)

Overseeing program and policy development and ensuring the effective day-to-day operations.

[Construction Specialist II](#)

Department of Neighborhood Development (DND)

Responsible for all construction management and oversight activities and assistance for development projects and programs.

[Director of Operations](#)

Department of Neighborhood Development (DND)

Responsible for overseeing the day-to-day management and operations of DND.

[Asset Manager Associate](#)

Preservation of Affordable Housing

Leveraging technology and building analytics to quickly identify opportunities to maximize the value of the POAH portfolio.

[Senior Project Manager - Washington D.C.](#)

Preservation of Affordable Housing

Financial analysis, design and construction, and transfer of the completed project to the property management function.

[Statewide Organizer](#)

Abundant Housing MA

Abundant Housing MA seeks to hire an experienced organizer to help us grow the pro-housing movement in all corners of the Commonwealth.

[Executive Assistant](#)

Housing Partnership Network

Provide high-level administrative support for HPN's C-level Executive Team and other senior executives as needed.

[Associate, Affordable Housing and Consumer Empowerment](#)

Housing Partnership Network

Development and implementation of initiatives to advance affordable housing opportunities, resident health and stability, and foster economic mobility.

[Executive Director](#)

Hanson Housing Authority

Seeking a skilled and innovative leader to provide professional leadership for the agency.

Membership Coordinator

CREW Boston

Organized, detail-oriented, self-directive individual for a part-time position to provide support for the organization.

About this list:

The [Builders of Color Coalition](#) promotes commercial real estate employment opportunities via our biweekly jobs newsletter (700+ recipients), LinkedIn network, and Facebook page. Jobs can be posted for a fee at buildersofcolor.com/post-a-job. Explore [BCC Sponsorship](#) for more information on job posting distribution packages and other benefits.