



BCC JOBS BOARD

April 6th, 2022

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.

[Investment Analyst](#)

Leggat McCall Properties

The Investment Analyst supports the LMP investment group in a diverse range of activities.

[Administrative Assistant](#)

Leggat McCall Properties

Works directly with project managers and office staff to complete projects and ensure administrative tasks are completed efficiently and effectively.

[Senior Technical Architect/Construction Administrator](#)

PCA

Leading initiatives to continue pushing technical excellence through team mentorship, and by performing Construction Administration services.

[Community Assistance Manager](#)

Massachusetts Housing Partnership

Focus on sharing and providing affordable housing expertise with internal and external stakeholders.

[Compliance Manager](#)

Massachusetts Housing Partnership

Play an integral role within the organization by providing financial and compliance oversight for multiple grants and programs.

[Compliance Analyst](#)

Massachusetts Housing Partnership

Ensuring that programs, such as the HAF, ARPA, 403B, and CMF, are operating as designed in compliance with state and federal requirements.

[Portfolio Creative and Communications Manager](#)

Samuels & Associates

Oversee all marketing and branding across S&A's portfolio, developing and launching new projects that honor their location and community.

[Administrative and Office Assistant](#)

Samuels & Associates

Assist several partners and senior level leaders within the company, and serve as a backup administrative support for the Director of Administrative and Executive Services.

[Senior Accountant](#)

CV Properties

Work closely with development staff and the CFO in project accounting and corporate accounting for consolidated and intercompany real estate activity.

[Senior Leasing Consultant](#)

National Development

Bring a passion for people and apartment living, and an enthusiastic desire to create a sense of community among residents and team members.

[Property Accountant](#)

MITIMCo

MITIMCo is seeking a Property Accountant to join our Real Estate Accounting & Finance team.

[Director of Accounting](#)

MITIMCo

MITIMCo is seeking a Director of Accounting to lead our Real Estate Accounting & Finance team.

[Real Estate Administrative Assistant](#)

MITIMCo

MITIMCo is seeking an admin to support our real estate legal and transactions teams.

[Assistant Property Manager](#)

NorthBridge Partners

Primarily focus on the company's financial reporting, accounting, treasury, audit and tax processes.

[Portfolio Analyst](#)

NorthBridge Partners

Assist senior leadership in the preparation of detailed economic analyses in support of a variety of functions across the company.

[Investment Associate](#)

NorthBridge Partners

Assist NorthBridge's leadership in the sourcing and screening of acquisition opportunities, acquisition execution, and leasing initiatives.

[Accounts Payable Coordinator](#)

NorthBridge Partners

Administer account payable and recommend changes to policies.

[Controller](#)

NorthBridge Partners

Assisting in all areas defined as a part of the NorthBridge Property Management department.

[Project Manager, Construction and Tenant Services](#)

Federal Realty Investment Trust

Responsible for the management and coordination of projects.

[Senior Acquisitions Associate](#)

Groma

Support the Groma acquisitions team with transaction activities such as acquisitions/developments, dispositions, and financings.

[Multifamily Project Leader \(Director of Multifamily Asset Management\)](#)

ARX Urban

Arx Urban is seeking a self-motivated individual to oversee the asset management of market rate and affordable multifamily projects.

[Director, ULI Boston/New England](#)

Urban Land Institute (ULI)

Combines external relationship building, district council project management, and policy analysis for a the land use industry.

[Project Assistant](#)

Boston Planning & Development Agency (BPDA)

Assist with the coordination of various projects as assigned. Develop a firm understanding of the Article 80 development review process.

[Planner I](#)

Boston Planning & Development Agency (BPDA)

Assist in developing and conducting planning initiatives for specific city neighborhoods.

[Senior Planner I](#)

Boston Planning & Development Agency (BPDA)

Develop, manage, and conduct planning initiatives for specific city neighborhoods.

[Director of Housing Innovation Lab](#)

City of Boston, Mayor's Office of Housing

Generating and scoping new initiatives, managing existing initiatives from idea to completion to scale, and developing and maintaining external partnerships.

[Development Associate](#)

Preservation of Affordable Housing

This entry level position provides an exciting opportunity participate in all phases of project execution while gaining an in depth understanding of the real estate development process.

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.