

The Neighbourhood Group Community Services (TNGCS) is a multi-service agency that includes Central Neighbourhood House, Neighbourhood Link Support Services and St. Stephen's Community House

JOB OPPORTUNITY

Job# TNG2026-127

POSITION TITLE: Director, Housing Development	
DEPARTMENT: Housing	STATUS: Contract Full-Time, non-bargaining unit
# HRS / WEEK: 35	CONTRACT DATES: ASAP until September 1, 2027
REPORT TO: Chief Operating Officer (COO)	SALARY RANGE: \$114,062 (\$62.57/hr.)
EXTERNAL CLOSING DATE: Posted until filled	

GENERAL DESCRIPTION: The City of Toronto is in a housing affordability crisis. The Neighbourhood Group Community Services (TNGCS) has been providing quality, affordable housing services for more than 30 years and is recognized as a leader in building and maintaining social housing and support. The Director of Housing Development reports to the Chief Operating Officer (COO). This one-year contract position is responsible for specific housing development and building asset management at TNGCS.

MAJOR DUTIES:

- Actively seeks opportunities to expand TNGCS's housing portfolio
- Works collaboratively with the COO on the merger of ten (10) housing locations, as required
- Leads and supports capital funding applications and fundraising campaigns for building purchases, expansions, and renovations
- Acts as the lead for specific housing portfolio development and projects as they arise within the year
- Acts as TNGCS's representative on select committees associated with development projects
- Research and shares housing development options to staff teams, Boards, donors, and partners
- Works collaboratively with the Director of Housing on new property management acquisitions
- Works collaboratively with the COO on End of Mortgage (EOM) processes as they arise
- Collaborates with the COO, Director of Housing, and Director of Operations to develop policies for the efficient operation of new projects as they relate to the occupancy, maintenance, safety and security of the buildings, and the safety of the staff and tenants/participants
- Ensures that projects conform to the standards set out by funding agreements, all relevant legislation, and TNGCS policies
- Support government relationships at political and staff levels to ensure productive relationships with all stakeholders
- Prepare budgets and reports for submission to funders as required

REQUIREMENTS & QUALIFICATIONS:

- Post-secondary degree in a relevant field of study, combined with a minimum of five years of relevant experience in progressively responsible positions, preferably in a non-profit housing environment
- Individuals with other appropriate combination of education and experience may be considered
- Knowledge of rental and market housing development, including experience at the senior management level
- Thorough understanding of the financial mechanisms available to develop non-profit housing, including knowledge of government housing programs and related legislation
- Minimum 5 years of progressive experience in land use planning and development and/or experience related to affordable rental and market housing development, real estate financial analysis, and private, public, and/or non-profit processes related to affordable housing
- Advanced ability to research and analyze complex concepts and plan strategically
- Good verbal and written communication, presentation, and interpersonal skills
- Proficiency in current computer applications required (e.g. Microsoft Office, software, E-mail, and the Internet)

To apply, submit your resume with "TNG2026-127" in the subject line to: careers@tngcs.org