

Now hiring.

Development Manager



www.dougarryhomes.com/career



The Development Manager owns the day-to-day advancement of land development projects from due diligence through approvals, servicing, registration, and municipal assumption. This role is accountable for coordinating internal teams, consultants, municipalities, agencies, utilities, and stakeholders; identifying constraints; and keeping project priorities, budgets, schedules, decisions, and follow-up actions visible and moving.

Reporting Structure:

- Reports to Director of Development
- Direct Reports: Development Coordinator
- Works closely and collaboratively with Development, Sales, Finance, Construction, Customer Experience, consultants, contractors, municipalities, agencies, utility providers, and external stakeholders to ensure project decisions, commitments, and next steps are understood and acted on.

Education and Qualifications:

- Diploma or degree in Urban Planning, Civil Engineering, Real Estate Development, Business, or related discipline.
- OPPI, CIP, PMI, or PMP membership/certification considered an asset.
- 5+ years of relevant land development, planning approvals, or project management experience.

Required Knowledge/Skills:

- Strong knowledge of planning legislation, municipal approvals, zoning, subdivision processes, engineering standards, and regulatory requirements.
- Ability to interpret planning policies, engineering plans, municipal standards, agreements, and consultant reports.
- Proven ability to manage budgets, schedules, risks, deliverables, consultants, action items, and project priorities with enough structure and urgency to keep multiple files moving at the same time.





- Excellent communication, organization, stakeholder management, relationship-building, meeting management, documentation, and follow-up skills.
- Proficient in MS Office and related project tracking tools.
- Valid driver's license with clean driving record.

Core Functions and Responsibilities:

- Execute assigned land development work from due diligence and acquisition support through approvals, servicing, registration, and municipal assumption, with attention to feasibility, risk, timing, cost, and the company's broader development objectives.
- Manage consultants and coordinate technical studies, plans, reports, opinions, applications, revisions, and clearances, including environmental, geotechnical, servicing, planning, zoning, engineering, cost, schedule, and approval pathway reviews, to ensure deliverables are timely, complete, aligned with municipal requirements, and useful for project decision-making.
- Identify risks, constraints, opportunities, schedule impacts, budget considerations, and decision points; recommend practical mitigation strategies and clearly identify when direction or escalation is required.
- Review consultant materials for accuracy, consistency, municipal requirements, budget objectives, and project vision.
- Prepare and manage development application submissions, including zoning, draft plan, subdivision, site plan, registration, and supporting materials.
- Coordinate with municipalities, conservation authorities, utilities, agencies, consultants, contractors, and stakeholders.
- Represent the company at municipal, public, consultant, committee, and stakeholder meetings.

General Responsibilities:

- Demonstrate and uphold Doug Tarry Limited core values, ensuring the Doug Tarry brand and Doug Tarry Difference are reflected in all aspects of the role.
- Take ownership of assigned work, communicate early when priorities compete or timelines are at risk, and follow through on commitments in a timely and reliable manner.
- Develop and maintain ethical and professional relationships with staff, consultants, vendors, subcontractors, and Bodies of Authority.
- Maintain a current detailed knowledge of all applicable codes, standards, acts and regulations.
- Follow current policies, procedures and processes.
- Demonstrate commitment to sustainability and innovation initiatives.
- Help build on the customer for life philosophy by reducing friction, communicating clearly, and supporting decisions that make it easier for customers, municipalities, consultants, and internal teams to work together.
- Deliver exceptional service and experiences that turn customers into "raving fans" who actively promote our brand.
- Perform other duties as assigned.

Annual salary is \$90,000 to \$120,000 at 40 hours per week

If you meet the qualifications needed for this position, we invite you to submit an application to our organization. At Doug Tarry Limited, we are a team, we hold each other accountable to our values. We are a forward-thinking organization that is rapidly advancing in the high-performance sustainability sector and need like-minded individuals to work with our stellar team! *We thank all applicants for their interest, however only those candidates selected for interviews will be contacted.*

