



Title: Director, Transactions

Open: August 16, 2022

Reports To: Vice President, Transactions

To Apply: Send resume and cover letter to Jeff Morrow at work@ancora.re

ABOUT ANCORA

Ancora is a premier real estate investor, developer, and manager of creative office, life sciences/lab, residential, and mixed-use assets. We're focused exclusively on knowledge markets anchored by leading universities, health systems, research institutions, and governments that are eager to collaborate and commercialize new ideas.

By building inspiring spaces and active places for the knowledge economy, we harness the economic benefits of anchor institutions engaged with their communities. Ancora invests capital on behalf of Legal & General Capital, a London-headquartered global investment firm with over \$1.4 trillion in assets under management.

POSITION SUMMARY

The Director, Transactions will provide analysis and reporting of Ancora investments and pursuits from inception to stabilization. This position is considered remote and includes approximately 10% travel.

ROLE & RESPONSIBILITIES

The Director, Transactions will report to the Vice President, Transactions and will work in a close, team environment with the members of the development and construction teams, acquisitions, and asset management. This position emphasizes consistency, accuracy, timeliness of information and interpretation of information and documents. Applicants are expected to be self-starters, have strong financial acumen, possess excellent communications skills, and thrive in an entrepreneurial environment while bringing an institutional-level work ethic and work product. The ideal individual will have a minimum of 10-14 years' prior real estate development experience with demonstrated success through the transactions and underwriting process for both development projects and core assets.

Primary responsibilities include:

- Develop and maintain complex financial pro forma and related models and sensitivity analyses for project cash flows, financial returns, and decision making for both development opportunities and acquisition of core assets. Analysis will include complex financing structures, waterfalls, and public private partnerships.
- Create periodic project and portfolio reporting to senior leadership and investment partners; coordinate with Ancora teams to provide project updates
- Assist in preparation of written communication and investment memos for the Investment Committee
- Assist in preparation of third-party financing and equity raise memos
- Document and maintain support for assumptions used to create development pro forma models and work with development and construction to maintain consistency among project budgets for cost line items allowing for comparison across projects
- Document and maintain support for assumptions used in creating pro forma models for acquisition of core assets with asset management to maintain consistency among assumptions for rents, operating expenses, cap rates, etc.
- Analyze market data and assist in development of investment strategy
- Work with the asset management and development teams on due diligence
- Other duties as assigned by Vice President, Transactions

QUALIFICATIONS

- Bachelor's degree required, master's preferred
- 10-14 years' minimum experience in relevant financial modeling and commercial real estate underwriting
- Ability to collaborate effectively with internal team members and external stakeholders
- Track record of building strong relationships
- Deep knowledge of project budgeting and ability to navigate Excel models and perform detailed financial analysis
- Detail-oriented, well-organized, high-energy professional with a positive attitude
- Excellent analytical and creative problem-solving abilities
- Strong collaborative team player
- Established ability to develop and maintain positive relationships with colleagues, managers, lenders, partners, and third parties
- Possess excellent oral, written, and organizational skills
- Highly motivated, efficient, and effective time management with a demonstrated track record of consistently analyzing multiple projects with accuracy

- Ability to work proactively, both independently and on teams, and exhibit accountability for projects and deadlines
- High level of proficiency in Excel, Argus Enterprise, PowerPoint, and MS Word

COMPENSATION

Compensation includes base salary and incentives. The company provides a 401k match, employee health insurance, and flexible PTO. Ancora benchmarks compensation decisions using the CEL National Real Estate Compensation & Benefits Survey.

Ancora is an Equal Opportunity Employer and Prohibits Discrimination and Harassment of Any Kind: Ancora is committed to the principle of equal employment opportunity for all employees and to providing employees with a work environment free of discrimination and harassment. All employment decisions at Ancora are based on business needs, job requirements and individual qualifications, without regard to race, color, religion or belief, family or parental status, gender identity, sexual orientation, or any other status protected by the laws or regulations in the locations where we operate. Ancora will not tolerate discrimination or harassment and will work proactively to promote diversity, equity, and inclusion throughout its business. Ancora encourages applicants of all ages.