

We are The United Church in Jamaica and the Caribbean. We invite applications from suitably qualified persons to fill the following positions, which report to the Chief Executive Officer, United Church Mission Enterprise (UCME):

### **General Manager Real Estate Development**

#### **Job Responsibilities:**

- Identifying and evaluating potential new projects and partnership opportunities
- Making recommendations for lands to be sold, rented, leased or developed
- Directing all real estate development activities from funding to construction completion
- Monitoring and the necessary coordination to manage project sites and logistics, project documentation, project cost and working capital management and other elements of project management
- Developing business case for approvals and ensuring projects are delivered on time, within budgets and to approved quality
- Maintaining the properties that are assigned
- Leading and managing work teams

#### **Qualifications and Experience:**

- Experience in real estate development
- Excellent budgeting skills
- Effective project management skills
- Eight (8) or more years experience in land/housing/property development, property management or a related field
- Masters' (or Bachelor's) degree in in land/housing/property development, property management or a related field

### **Manager Marketing & Sales**

#### **Job Responsibilities:**

- Developing and executing strategies that will build the UCME business divisions' brand image & equity.
- Identifying new and existing business from the assigned markets, effectively monitoring and measuring revenue and service results.
- Developing strategic marketing plans, business cases, financials & budgets
- Leading the development and effective execution of integrated marketing communications strategies (including advertising, public relations, marketing and customer research, online & social media, sponsorships, promotions, and direct marketing) to support the achievement of business objectives within stipulated budget and timelines.
- Leading and managing assigned work teams.

#### **Qualifications, Skills and Experience:**

- Bachelor's Degree in Business with a major in Marketing
- In-depth knowledge of Marketing and Communications discipline as demonstrated by qualification and work experience.
- Proficient in strategic marketing plan and business case development
- Strong Networking Skills 5 years' work experience in Marketing, Communications and Business Development

*Applicants are requested to submit their resume with a covering letter identifying strengths relative to the requirements no later than*

*November 18 to:*

***Email: [ceo@ucme.ucjci.com](mailto:ceo@ucme.ucjci.com)***

