# Real Estate Manager

**Location Name** Central Office  
**Salary Min** USD $62,844.00/Yr.  
**Salary Max** USD $101,808.00/Yr.  
**Category** Business Operations  
**# of Openings** 1  
**Close Date** 6/24/2024  
**Subject** Not Applicable - Non-Instructional Position

## Purpose and Scope

### OVERVIEW

Memphis-Shelby County Schools is seeking dynamic educational champions ready to position our district as a national exemplar of education transformation. We need leaders with a fierce commitment to actualizing a bold vision that yields ambitious outcomes for more than 110,000 students and families across the Memphis-Shelby County area. The reality is that we can do better for kids, and we will with the right leaders in place. The most successful candidates believe that more is possible for Memphis and are:

- **Courageous Thinkers & Doers**: Prepared to navigate and thrive in a complex and ambiguous environment on day one, present innovative ideas to address systemwide issues, and execute sustainable plans toward transformation.

- **Solutions-Oriented**: See the possibilities, demonstrate the capacity to synthesize information and adjust short and long-term goals, and consistently find a window when doors close to deliver measurable results for kids and families.

- **High-Performing Gamechangers**: Leader of leaders with the capacity to mobilize and empower an outstanding team, make people-centered data-informed decisions, and operate with a relentless hyperfocus on removing stubborn barriers that destroy the hopes and dreams of too many of our students.

### SUMMARY DESCRIPTION

Reporting to the Facilities Officer, performs real estate and property management work for MSCS. Work involves planning, coordinating and implementing policies, programs and procedures directed to the efficient utilization of school facilities. The work includes the
allocation of real property owned or leased by MSCS, space assignment of school system personnel, and negotiating for alternative space through leases with private developers and joint venture partners.

**Additional Job Details**

Salary Range: Minimum $62,844.00/yr. to Maximum $101,808.00/yr.

Interested persons must apply through the MSCS careers website.