

JD Carey CAM

2018 NAA Association Executive of the Year

Contact

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Profile

Objective A challenging position as an Executive Director of an Apartment Association to utilize my vast knowledge of the field, my management background in Multifamily Housing and my demonstrated track record of strategic organizational planning and leadership.

Key Skills

Highly organized, creative leader and multi-tasker with proven track record of overseeing day-to-day operations, planning and organizing team efforts, as well as effectively managing staff, members and volunteers.

Diversely competent administrator who has developed budgets and operated successfully within budget parameters; skilled in fiscal management, familiar with general accounting practices and demands facing nonprofits.

Extensive history of collaborating with wide array of local, state and federal Elected Officials on substantial public issues, including negotiating with parties hostile to issues, as well as among parties with divergent opinions.

Knowledge of federal and state housing programs, policies, laws and regulations

Management of Multifamily Communities: Supervision and guidance to staff / Develop and implement work plans, policies and procedures / Oversee development and adherence to budgets

Principles and practices of Accounting / Weblink (CAMP) / Computer knowledge: Microsoft Word/Excel / Yardi / MRI / Entrata / Prepare Reports / Collect, analyze and evaluate data.

Work Experience

**Apartment Association of Kentucky
Louisville Apartment Association**

Executive Director

December 2015 – Present

- ✓ Responsible for coordinating all operational services of a nonprofit corporation for Apartment Association of Kentucky and Louisville Apartment Association.
- ✓ Supervised full time staff members, membership, committees, volunteers and community service workers.
- ✓ Monitor the industry and make both long-term and real-time adjustments to strategy.
- ✓ Strategically engage membership in planning and implementing programs and projects focused on strengthening and providing tangible benefits for both multifamily personnel and the vendors who supply to them.
- ✓ Focused on establishing strategic relationships with a wide range of association members; maintain regular contact via direct mail, e-mail, website, social media and print publications.
- ✓ Mentor and educate members on importance and benefit of belonging to the association and staying connected as an organization.
- ✓ Close collaboration with the Board of Directors arranging meetings, manage task forces and ensure strong and productive relationships between the members and leadership.
- ✓ Maintain relationships with extensive array of state and federal elected officials critical to success of the Multifamily Industry, leading to multiple new programs, bills and laws.
- ✓ Collaboratively brought together parties who sometimes compete with each other – such as Kentucky Board of Realtors, Building Industry Association, CCIM, Housing Authority – and secured their mutual dialogue and support on issues.

North Street Properties**Regional Manager****Regional Manager of Multifamily Communities****October 2007 – December 2015**

- ✓ Over see staff and daily activities for multiple properties.
- ✓ Budgetary preparation and adherence, weekly reports, rental activity, site inspections, staff meetings.
- ✓ Implement plans, policies and procedures for multiple sites.

Accomplishments:

- Guided Property Managers to maintain or exceed budget expectations
- Guided Property Managers to increase rental income to exceed budget expectations
- Acquired a full rehab property with starting occupancy at 68%. After completion of the rehab occupancy is at 98% / 100% leased with a waitlist.

Dietz Property Group**Multiple Site Manager****Multiple Site Manager of Multifamily Communities****November 2005 – October 2007**

- ✓ Property Manager: Leasing, rent, budget control, pre-qualifications
- ✓ Oversee daily activities for multiple properties.
- ✓ Payroll, accounting, computer input and maintenance.
- ✓ Implement plans, policies and procedures for multiple sites.

M&J Properties**Operator****May 1995 – November 2005****Operator of real estate leasing company**

- ✓ Residential, student and commercial real estate leasing.
- ✓ Property management: Leasing, rent, budgets, policies and procedure.

Education

- 2000 Graduate of Shawnee State University
Real Estate
- 2003 Graduate of Huntington College of Business
Bachelor of Business in Business Management
- 2015 CAM (Certified Apartment Manager) designation
from NAA

Honors and Activities

- Leadership** President of Ironton Business Association 2001 – 2004
President of Greater Lexington Apartment Association 2014 – 2015
National Apartment Association Leadership Lyceum 2015
- Board of Directors** Member of the Board of Directors for the Greater Lawrence County Chamber of Commerce
Board of Directors for the Greater Lexington Apartment Association 2011 - 2015
- Committees** Manager Key Council for the Greater Lexington Apartment Association 2008 – 2011
Chair of Manager Key Council for the Greater Lexington Apartment Association 2012-2013
Legislative Committee for GCNKAA 2009 – 2010
Student Housing Committee for National Apartment Association 2015
National Apartment Association Educational Conference Committee 2014/15 – 2017/18
Legislative Committee for NAA 2016 – 2018
PAC Ambassador for NAA 2016 - 2018
- Awards** Lexington Apartment Association: Award of Excellence 2012
Lexington Apartment Association: Multi-Site Property Supervisor of the year 2014

