



IREM to hold Successful Site Management course

November 09, 2012 - Design / Build

Immerse yourself in this course covering residential site management from A to Z, including enhanced content to address the unique needs of affordable housing and student housing!

WHAT YOU WILL LEARN:

Human resource and relationship management. Management styles, intergenerational dynamics, employee motivation, recruiting and hiring, employment laws, communication, performance evaluations, fostering productive relationships with conventional owners, affordable housing ownership entities and regulatory bodies, and student housing owners, students, parents, and university staff.

Legal issues and risk management strategies. Insurance, security and emergency procedures, landlord-tenant laws, lease-term provisions, unique leases and addendums for affordable housing programs, strategies for addressing student housing leases.

On-site maintenance management. Maintenance systems, working with contractors, inspections (including additional regulatory inspections required for affordable housing), service requests, energy and water conservation strategies, environmental hazard procedures, managing "The Turn" for student housing

Property financial management. Accounting, budgeting, operating expenses, capital expenses, financial reports.

HOW YOU WILL BENEFIT:

Improve your property's bottom line and receive recognition from your employer's clients Increase productivity and collaboration among your site management staff

Secure a reputation as a manager who knows what it takes to achieve the owners' objectives

Standard Calculator Recommended; Laptop Optional

This course is approved in New York State for 22.5 continuing education credit hours.

Monday - Wednesday, November 26-28 &

Monday - Wednesday, December 3-5, 2012

8:00 am-5:00 pm

1751 Second Avenue (between 91st & 92nd St.) NYC 10128

Premier Member Rate: \$765

Classic Member Rate: \$885

Non-member Rate: \$960

Tuition: Premier Member Rate: \$765 Classic Member Rate: \$885 Nonmember Rate: \$960

Register today at www.iremnyc.org or call 212-944-944

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