

POSITION: Manager, Real Estate Analytics and Systems  
<http://www.aspendentaljobs.com>

For 22 years, Aspen Dental Management, Inc (ADMI) has been innovating and iterating on the dental support organization model. We're an entrepreneurial-minded group that relentlessly pursues new ways to break down barriers in support of the dentists and 10,000 team members who care for the 1.8 million patients that come through the doors of Aspen Dental practices every year. We believe the culture and partnership cultivated amongst the practice owners, practice teams and ADMI support team powers our success and makes it virtually impossible to imitate what we do. Our continued growth has created an opportunity to join our Real Estate Strategy team as a Manager, Real Estate Analytics and Systems.

Manage the Analysis and GIS function supporting company-wide development. Understand the systems, processes and tasks associated with lease administration, construction, and Aspen's real estate lifecycle. Oversee the preparation of site research and Real Estate Committee submittals for use by the Real Estate and Executive Committees. Research and analyze future store growth (5 Year Plan) and maintain the Real Estate databases. Gain deep understanding of demographic, competitor, and other related industry trends. Define trade areas; analyze the influences that affect the performance of our locations. Examine patient behavior including ownership of the patient data updating. Define and understand individual offices (or groups of offices) that do not perform to expectations.

- Manage and administer the implementation of a new Real Estate Integrated Workplace Management system to support both Lease Administration and Construction. Work with Lease Administration, Construction, IT and technology partners to identify key systems, tasks and processes to implement in new real estate lifecycle platform to replace legacy systems.
- Manage data gathering, identifying best in class resources and transformation into systems including ownership of patient spotting data, competitor data, demographic data, traffic counts, and more. Manage Sitewise, a cloud-based GIS platform.
- Conduct various market research studies, methodologies, and spatial reports. Provide strategic analysis concerning trade area creation, market share, overlaps and voids, business generation and cannibalization.
- Support real estate analytics and market insight activities across ADMI brands including Aspen Dental and WellNow, and any future endeavors the company may pursue.
- Compile ad hoc analytics to answer both strategic and tactical questions critical to upstream real estate strategy development and downstream site identification and approval.
- Support preparation of quarterly Board of Directors presentations with contributions related to real estate pipeline, new market development, new market entry, M&A analysis and other relevant content.
- Develop and present content for regular Aspen Dental and WellNow strategy meetings as required.
- Compile of site packs for real estate committees for all business lines.
- Coordinate and facilitate of real estate committees for all business lines.
- As needed, travel to existing/new markets and proposed sites, ICSC-sponsored events and various additional conferences/seminars related to market research, geographic information systems (GIS) and other industry related topics.

#### **Minimum Education And Experience**

#### **Competencies**

- Analysis & Judgement
- Communication
- Technical Competence/Expertise
- Initiative
- Curiosity & Problem Solving
- Leadership & Integrity
- Adaptability
- Response to Feedback

#### **Qualification And Special Skills Required**

- 4+ years of experience in location strategy, spatial analytics, statistics, GIS, retail strategy, or related field. Analytical and problem-solving skills with knowledge of retail store site selection location strategies, sales forecasting and cannibalization.
- Understanding of real estate lifecycle preferred.
- Retail industry experience and management experience is required.
- Understanding of GIS technology (Sitewise) & spatial analysis.
- Ability to initiate technical problem-solving process, recommend solutions and facilitate closure.
- Advanced user of Microsoft Suite (Word, Excel, PowerPoint and Access) or related software. Experience with statistical software & modeling is a plus.
- Excellent organizational, analytical, problem solving, and communication skills (written and verbal).
- Must have high initiative, and a desire/ability to persist through obstacles/ambiguity.
- Position requires extreme confidentiality in handling/distributing reports and studies based on company's proprietary information.
- Periodic travel may be required.