



## Product Manager - Job Description

### Company Summary:

Onyx+East is a homebuilder that delivers well-crafted and designed homes in urban settings. We focus on building in walkable, lasting locations ensuring each property provides comfort, livability, convenience, and practicality. We are committed to serving our clients through offering a quality project, maintaining transparent communication, and encouraging a relationship, rather than a mere partnership. We are thinkers. We are visionaries. We are envelope pushers. We work towards ensuring our residents live with a sense of comfort, community and sustainability.

### Job Summary:

The Product Manager is a member of the Operations team, including Construction, Operations, Purchasing, Production Services, Design Studio, and Architecture. The Product Manager's primary role is the management of the company's product and project designs, and ensuring our product meets O+E's brand, vision, and quality. The Product Manager will play a key role in driving innovation and strategy within design, product/options, and other areas consistent with company goals. The position will partner with architecture and design firms as well as collaborate with all functional areas within Onyx + East to drive and support project success.

### Key Job Duties and Responsibilities:

#### *Design*

- Oversee creation of innovative product lines to support unique model of project development and support attainable design across diverse lifestyles and locations.
- Play key leadership role in meetings between Development, Research and Operations in establishing project vision for site, elevations and product.
- Lead internal design process in conjunction with Operations and Development teams balancing all key product and project goals including design, cost, and other items.
- Actively lead architect, engineering, and design firms in the development of conceptual and production plans. Provide design direction for overall project, floor plan, and elevation in conjunction with internal design team.
- Utilize and communicate design knowledge to aid in establishing design strategy as it relates to the business model. Utilize market research and trends to guide creation and direction of design concepts and plans.
- Drive innovation in product, plan design, lifestyle design, sustainability, wellness, technology, and other items consistent with company goals and objectives of providing attainable best in class design and lifestyle.

#### *Production and Compliance*

- Oversee the production of architectural drawings, ensuring on-time, on-budget delivery of product and project plans balancing all key goals including cost, quality, design, and other items.

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- Partner with internal teams and external partners in the creation of plans, structural, details, and assemblies to support quality, cost, and constructability.
- Drive consistent plan sets and details to support trade and construction efficiency.
- Ensure plan sets meet all building code and municipality driven requirements.
- Coordinate product development review process:
  - Construction, Operations, and Trade Partner review process to drive quality, cost, efficiency, and other items.
  - Development, Operations, and Marketing review process for exterior and floor plan design, lifestyle, buyer profile, and other items.
- Collaborate to identify and execute on best solution for company relative to construction issues that relate to architectural and builder needs.
- Coordinate product field review meetings and manage execution of resulting product changes to support continuous improvement.
- Create and maintain product library for use across multiple departments.
- Manage and oversee product collateral and renderings.

## *Management*

- Demonstrates leadership in all initiatives, interactions, and relationships that are consistent with Onyx+East values and business strategy.
- Manage/participate in components of pre-construction and project launch process.
- Lead key product development meetings and processes. Play key leadership role within internal design team.
- Work with team to manage and grow external business partnerships that deliver compelling value to internal company and external partner.
- Continually improve and maintain continuity of communication and documentation between Production and Design teams.
- Lead company initiatives as it pertains to value-engineering and any significant changes to floorplan library.
- Assist Divisions with governmental approval and meetings as needed.
- Develop and demonstrate knowledge of homebuilding and architecture, problem-solving and marketing awareness in presentations both internally and externally.

## Experience and Skill Requirements:

- Bachelor's Degree in architecture, construction management or related field.
- 5+ years proven experience in single family, multi-family, and/or commercial construction with focus on architecture/design/production plans.
- Leadership, management, and business relationship management capabilities.
- Excellent communication, organizational, and planning skills.
- Collaborates well across functional areas.
- Balanced strategic, creative, organization, and execution orientation.
- Understanding of product and process within the construction industry.

## Position Reports to: VP Operations