



GLADSTONE MANAGEMENT

POSITION DESCRIPTION AND CANDIDATE SPECIFICATION

Position Title: Appraisal Officer
Company: Gladstone Administration
Location: to be determined
Reports to: Chief Valuation Officer
Salary: Commensurate with Experience (call HR for more information)

Education and Training

Required: BA with a major in real estate, finance, or business with good academic performance

Desired one or more of the following:

- 1) Accredited farmland appraiser
- 2) Member of American Society of Farm Managers & Rural Appraisers;
- 3) Designated Member of the Appraisal Institute
- 4) Certified General Real Estate Appraiser

Experience/Skills

Required experience: 2+ years of experience with property valuations

Required experience: Knowledge of property valuations and the ability to analyze financial statements, leases, and related documents.

Required skill: Microsoft Office.

Required skill: Highly organized, detail oriented, self-motivated, and able to multitask effectively in an entrepreneurial environment.

Required skill: Good judgment and problem solving skills are required for this position.

Required skill: Ability to interface professionally with team members, tenants, third party firms, partners and industry leaders.

Required skill: Strong oral and written communication skills.

Personal Attributes

- Uncompromising personal integrity.
- Tenacious in meeting deadlines, with a strong sense of urgency and good self-management discipline. Capable of working effectively under pressure.
- Organized and efficient, with good ability to define priorities; good at figuring out the processes necessary to get things done.
- Works well without close supervision.
- Good interpersonal and communication skills. Ability to work through conflicts and persuasively influence outcomes.
- Able to adapt to differing situations and changing priorities.
- A confident, team player who listens to internal and external input but can take decisive action.

Position Responsibilities and Goals

Prepare farmland appraisals and valuations updates for our financial statements. Grow into a role managing a portfolio of valuations. Our public company can be seen at www.gladstoneland.com. The position will become a key part of the management of this public company.

- Gladstone Land values its assets each quarter: This position will produce the values for the farms used in the financial statements. Each few years you will select a local appraisal firm independent of Gladstone Land to prepare a full appraisal and make sure that the appraiser has the information we have on file that will assist in the appraisal. Then next quarter you will update the appraisal based on any changes that have occurred.
- Review property operating reports in order to assist in determining fair value of the farmland.
- Review capital projects on the farm to determine if such projects have increased or decreased the value of the property.
- Review new leases to determine if value has increased or decreased based on the new lease.
- Work with acquisitions team and lenders to review bank appointed appraisals and valuations for potential new deals to help determine purchase price and investment decisions.
- Perform site visits (some travel required), coordinate third-party inspections.
- Assist internal and external leasing teams on proposals, lease negotiations, etc.; develop knowledge of local markets and competitive properties.
- Participate in production of regular and ad hoc financial reports and analyses.

Benefits and Miscellaneous Information

- 401K Plan, 529 College Savings Plan and Section 125 Flexible Spending Accounts
- Health, Dental, Vision, Life, STD, LTD and AD&D all fully paid for by the Company.
- Leave: Vacation - 10 days, Sick - 7 days and Holidays - 10 days

Company Information

Gladstone Management Corporation
1521 Westbranch Drive Suite 200
McLean, VA 22102

Contact: Paula Novara Head of HR
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