

Aili Makuch

Project Management | Economic, Community and Housing Development
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EXECUTIVE SUMMARY

Results-driven economic development professional with experience in municipal government, nonprofit community development, and residential real estate. Skilled in economic development, neighborhood revitalization, grant administration, program management, strategic planning, stakeholder engagement, and public communications. Proven ability to develop and manage community investment programs, streamline organizational processes, prepare grant applications and reports, analyze data to inform decision-making, and build collaborative partnerships across the public, private, and nonprofit sectors. Brings a strong background in housing and redevelopment initiatives through experience with the City of Jamestown, the Chautauqua County Land Bank Corporation, and the real estate industry, combining technical expertise with a commitment to strengthening communities and expanding economic opportunity.

CORE EXPERTISE

Economic Development • Grant Administration • Community Development • Workforce & Business Development • Concierge Level Real Estate Sales • Housing & Neighborhood Revitalization • Downtown Revitalization • Community & Stakeholder Communications • Multi-media Marketing & Graphic Design

PROFESSIONAL EXPERIENCE

CITY OF JAMESTOWN | Economic Development Coordinator

January 2025–Present

- Administer grant and revolving loan programs supporting economic development, business growth, and commercial revitalization, from application through project closeout.
- Coordinate business retention, expansion, and redevelopment initiatives by providing technical assistance, funding guidance, and strategic support to businesses and developers.
- Facilitate stakeholder collaboration, prepare board and committee materials, and maintain strong partnerships with public, private, and nonprofit organizations.
- Manage grant and loan compliance, application review, project evaluation, and borrower communications while ensuring adherence to funding requirements.
- Represent the Department at public meetings, community engagement events, and partner collaborations.

CHAUTAUQUA COUNTY LAND BANK CORPORATION | Program Coordinator

November 2021–May 2023

- Served as the primary point of contact for Land Bank programs, providing guidance to the public and coordinating with municipalities, lenders, real estate professionals, and community partners.
- Managed the Sales4Rehab, Side Lot, and Hands On Neighborhoods programs, overseeing property sales, volunteer initiatives, and efforts to expand affordable homeownership.

- Streamlined internal workflows, maintained program data, and prepared reports to improve operational efficiency and measure program impact.
- Developed marketing materials, press releases, and annual reports to promote Land Bank initiatives and community outcomes.
- Presented property recommendations to the Board of Directors, ensuring alignment with organizational goals and neighborhood revitalization efforts.

ERA Team VP Real Estate | Licensed Real Estate Salesperson

January 2018–Present

- Represent buyers and sellers throughout Chautauqua County by providing personalized guidance and exceptional service throughout every stage of the real estate transaction.
- Analyze local market conditions and prepare comparative market analyses to establish competitive pricing strategies and advise clients on market trends and property values.
- Prepare purchase offers, listing agreements, and transaction documents while maintaining strict confidentiality and ensuring compliance with all legal and ethical standards.
- Coordinate transactions with lenders, attorneys, inspectors, appraisers, and fellow real estate professionals to facilitate smooth, timely closings and proactively resolve issues.
- Create and manage MLS listings, professional marketing materials, social media campaigns, print advertisements, and virtual/video tours to maximize property exposure and attract qualified buyers.
- Advise sellers on property staging and presentation, communicate showing feedback, and negotiate offers and contract terms to achieve the best possible outcomes for clients.

EDUCATION

- Chautauqua Lake Central School, Class of 2014
- Licensed Real Estate Salesperson, January 2018

PROFESSIONAL SERVICE

- Board Member – Reg Lenna Center for the Arts
- Member – National Association of Realtors
- *Previous* Voting Member – Northern Chautauqua Community Foundation