

# Interested in Commercial Real Estate? Apply to the BOMA Apprenticeship Pathway



## About BOMA

Founded in 1907, the Building Owners and Managers Association (BOMA) International is a federation of U.S. local associations and global affiliates. In a commercial office building, a Tenant Services Representative is a member of the property management team who coordinates the day-to-day delivery of property services to the tenants while emphasizing a positive response to tenant concerns. **In this course and apprenticeship program, you will learn the skills to becoming a successful Tenant Services Representative.**

## Responsibilities:

- **Coordinate** lobby exhibits, holiday events, tenant breakfasts, etc
- **Conduct** tenant focus groups
- **Update** tenant warden lists
- **Follow-up** on daily tenant service requests
- **Manage** and **promote** conference centers
- **Coordinate** tenant move-ins/move-outs
- **Assist** in developing, producing, and distributing building communications

Please apply to the **Spring 2026 Commercial Real Estate 101 Course** if you meet the following requirements:

1. You are a current CCC student who will **graduate by May 2026 and are interested in pursuing a bachelor's degree**
  - a. Students from **all majors and all campuses** are invited to apply!
  - b. **2.5 GPA and above**
2. You are available during the Commercial Real Estate 101 Spring class times:
  - a. **8 weeks: Jan 16-March 6, 2026**
  - b. **Wednesdays, Virtual 9 AM-12 PM**
  - c. **& Fridays, In-person (Harold Washington College & downtown buildings) 2-5 PM**
3. You must commit to **completing all 8 weeks of the class** (15 class sessions) from Jan 16-March 6, 2026
4. If you meet these requirements, please complete the [Commercial Real Estate 101 application](#) **by Dec 5th**

After completing the course, you can apply in March 2026 to the **BOMA Summer Commercial Real Estate Apprenticeship:**

- a. **Selected apprentices will work: Summer 2026, 10-12 weeks**
- b. **Hours: full-time (40 hours per week)**
- c. **Salary: \$17 an hour** (varies depending on experience)

Apprentices will have the potential opportunity for full time employment after Summer 2026

**CITY COLLEGES**<sup>®</sup>  
OF CHICAGO



**Questions? Contact** Aline Irihamye, Manager of Work-Based Learning, at [airihamy@ccc.edu](mailto:airihamy@ccc.edu)