



LOCAL INITIATIVES SUPPORT CORPORATION

POSITION TITLE: Senior Program Officer – Economic Development & Lending
REPORTS TO: Vice President of Rural LISC
LOCATION: Flexible Location
JOB CLASSIFICATION: Exempt / Full Time

THE ORGANIZATION:

What We Do

With residents and partners, LISC forges resilient and inclusive communities of opportunity across America – great places to live, work, visit, do business and raise families.

Strategies We Pursue

Strengthen existing alliances while building new collaborations to increase our impact on the progress of people and places.

Develop leadership and the capacity of partners to advance our work together

Equip talent in underinvested communities with the skills and credentials to compete successfully for quality income and wealth opportunities.

Invest in businesses, housing and other community infrastructure to catalyze economic, health, safety and educational mobility for individuals and communities.

Drive local, regional, and national policy and system changes that foster broadly shared prosperity and well-being.

Over the last 38 years, LISC and its affiliates have invested approximately \$20 billion in businesses, affordable housing, health, educational mobility, community and recreational facilities, public safety, employment and other projects that help to revitalize and stabilize underinvested communities. These investments have leveraged more than \$50 billion in development activity and helped families and communities raise their standards of living. LISC investments impact the lives of nearly 7 million Americans.

Headquartered in New York City, LISC's reach spans the country from East coast to West coast in 31 markets with offices extending from Buffalo to San Francisco. Our rural programs make an impact in 44 states and are supported by LISC's talented and dedicated workforce. Visit us at www.lisc.org

Rural LISC is a national program created by LISC in 1995, to serve rural America through partnerships with local Community Development Corporations (CDCs). Rural LISC provides capacity building, technical assistance and training to our Rural CDC Partners across America. Additionally, Rural LISC provides financing resources through a variety of loan products for real estate development, acquisition, construction and rehabilitation projects.

Rural LISC seeks a Senior Program Officer for Economic Development and Lending (SPO-ED & Lending) to lead Rural LISC's lending team and oversee the implementation of national and rural economic development strategies, with and through our network of rural CDCs and CDFIs, and key Rural LISC economic development focused team members. Rural LISC maintains a diverse and high-performing portfolio of loans in affordable housing, community facilities, and small business development. Rural LISC has traditionally been in the top five in lending production within the LISC network. In June 2018, LISC announced its commitment to direct 50 percent of its annual investments over the next 10 years to fuel inclusive economic development in underinvested communities across America. The SPO-ED & Lending will play a key role in advancing this commitment, and Rural LISC's "Catalyzing Opportunity in Rural America" economic development strategy.

Responsibilities

- Provide technical assistance and strategy support through Partner CDCs to local and regional economic development districting efforts, broadband, small business, entrepreneur and downtown revitalization strategies that sustain, support and create livable wage jobs.
- Provide oversight of Rural LISC team members who have primary responsibility for leading, sustaining and expanding workforce development initiatives within Rural LISC's partner CDC network, including partnerships with Workforce Investment Boards and community colleges, LISC's Bridges to Career Opportunities model, and other effective skill-building and career advancement models.
- Lead Rural LISC lending activities in economic development, including origination, underwriting, closing, and monitoring and portfolio management of loan facilities.
- Identify capacity needs and strengths in order to provide technical assistance and training tailored to each partner or group of partners, in coordination with Rural LISC VP, LISC's Senior VP of Economic Development and Rural LISC Economic Development team members.
- Expand Rural LISC's economic development partnerships with national, state and local stakeholders, as appropriate.
- Collaborate with Rural LISC team members to provide coaching and technical assistance to partner organizations delivering economic development, anchor institutions and workforce development program services.
- Represent Rural LISC in economic development discussions and meeting obligations.
- Lead the Rural LISC team in meeting the deliverables identified within Rural LISC's economic development strategy, Catalyzing Opportunity in Rural America.
- Provide oversight of Rural LISC team member(s) who have primary responsibility for leading the expansion and performance of LISC's Financial Opportunity Center (FOC) model.

- Provide oversight and support to Rural Lending Program Officer, who is responsible for all other real estate, housing, construction, acquisition and other lending activities.
- Provide leadership and support for other Rural LISC Program team members to maximize our investments connected to economic development.
- Manage relationships with other lending partners, including for profit or nonprofit financial institutions and local, state, and national governmental programs, in addition to LISC Small Business lending and New Markets Support Corporation to maximize support and collaboration on economic development opportunities.
- Work with Vice President, National LISC and other partners to design new loan products and lending programs and create related marketing, informational and application materials.
- Provide capacity-building support to CDC Partners to position their organization to successfully implement local and regional economic development strategies. Identify LISC resources that can be used to strengthen the organization.
- Provide support and input for fundraising, budgeting, Rural Advisory Committee loan review and reporting, Rural Seminar activities and other special projects as assigned by Rural LISC Vice President.
- Assist the Vice President and the Leadership team in achieving and exceeding National and Rural LISC goals and objectives.
- Perform all other duties as assigned.

Requirements

- Bachelor's degree (Master's preferred) and ten years of related work experience in rural economic development or other areas that complement Rural LISC's work.
- Hands on experience in rural economic development and lending.
- Proven ability to take a project idea to completion and to creatively solve problems.
- Proven skills in financial analysis. Ability to evaluate financial statements.
- Familiarity with rural economic development financing programs across a broad range of resources including, regional, state and federal programs, to include Small Business, USDA, EDA and NMTC. Experience in developing and implementing projects in rural areas utilizing layered financing with local, state and federal programs preferred.
- Extensive knowledge of non-profit program management and organizational development.
- Familiarity and/or experience with asset building, family financial stability, and/or community-based workforce development programs aimed at unemployed/underemployed/underserved low-income residents preferred.

Qualifications:

- The capacity to work on multiple tasks and projects, prioritize a challenging workload, be positive and solution-oriented is critical.
- Ability to work collaboratively with others. Flexibility and poise in dealing with a diverse range of individuals and organizations. Ability to work independently, without constant supervision is a must.
- The successful candidate must have a proven record of accomplishment, be highly motivated, highly skilled and detail-oriented. As part of a small team, the candidate will need to be flexible and adept at multi-tasking and adjusting to changing business requirements.
- Excellent writing and verbal communication skills are essential. Exceptional skills in Word and Excel a must.

- Comfort and adaptability working on a “virtual” team, collaborating and communicating with staff both in-person and remotely (e.g. via phone, e-mail, webinar, etc.)

Job Specifications:

- Geographic location for this position is negotiable.
- This position will involve travel up to 50% of the time.
- Excellent fringe benefits are provided.

Qualified applicants should send a detailed cover letter and resume via e-mail to: RuralLISC@lisc.org. Please include *Economic Development & Lending Senior Program Officer* in the subject line of your email.

**LISC IS AN EQUAL OPPORTUNITY EMPLOYER
COMMITTED TO DIVERSITY AND INCLUSION**