LOCAL INITIATIVES SUPPORT CORPORATION
POSITION ANNOUNCEMENT

Position Title: Senior Program Officer - Lending
Reports To: Deputy Director
Job Classification: Full Time / Exempt
Location: Newark, NJ

THE ORGANIZATION:

What We Do: With residents and partners, Local Initiatives Support Corporation (LISC) forges resilient and inclusive communities of opportunity across America – great places to live, work, do business and raise families.

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

Background:
Over the last 40 years, LISC and its affiliates have invested approximately $24 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. Headquartered in New York City, LISC’s reach spans the country from East coast to West coast in 38 markets with offices extending from New York to San Francisco and in 2,400 rural counties across 49 states and Puerto Rico. Visit us at www.lisc.org.

Position Description
The Greater Newark office of Local Initiatives Support Corporation (LISC) seeks a skilled individual with a deep interest in community development strengthening communities to join its staff as Senior Program Officer of Lending. The individual will be responsible for managing and expanding Greater Newark LISC’s (GNL) lending pipeline in New Jersey. While GNL’s core footprint will serve as the SPO’s initial priority, the individual will be charged with working with the Executive Director and Deputy Director to strategically build out the lending pipeline in additional target communities coinciding with GNL’s state-level expansion. This includes case by case consideration of mission-aligned projects that fall outside of GNL’s target footprint.

Primary responsibilities will include identifying project opportunities; providing technical assistance to local borrowers; initial vetting of projects and financing needs; and developing key relationships and partnerships with public and private leaders in local markets. In addition, the SPO will be responsible for the underwriting, and administration of sourced real estate project and small business loans in GNL’s target communities. This is a full-time position based in Newark, NJ requiring regional and occasional national travel estimated at 10% annually.

SPECIFIC JOB RESPONSIBILITIES
- Work with the Executive Director and Deputy Director to develop a strategic approach to support the growth of lending and real estate-based transactions in GNL’s target communities as referenced above.
- Build a pipeline of projects in such asset classes as, commercial developments, economic infrastructure, affordable housing, community facilities, educational facilities as well as small business financing programs to meet local needs.
- Serve as primary originator and underwriter, including working with borrowers to assess feasibility, structuring the transaction, conducting due diligence and financial analyses, drafting credit memoranda, coordinating with LISC national staff, and presenting loan recommendations to LISC’s national Credit Committee.
• Develop and implement a local lending strategy which responds to unmet needs in the housing, commercial and small business markets, and builds upon past successes and national programs.
• Managing relationships with strategic partners, including for-profit and non-profit financial institutions and local, state, and national governmental subsidy programs that could support potential permanent financing structures for LISC borrowers.
• Providing capacity-building support to partners to position their organizations to successfully implement more complex real estate developments. Identify LISC resources that could be used to strengthen partner organizations.
• Ensuring integration and alignment of LISC Greater Newark real estate development activities and financing pipeline with the strategic direction and goals of both the LISC Greater Newark program and the national lending team by collaborating with LISC team members and strategic neighborhood partners. LISC Greater Newark supports comprehensive neighborhood change efforts in several communities where lending for community development is part of that broader strategy.
• Coordinating between LISC National Lending and LISC Greater Newark through regular pipeline meetings and other channels.
• Compiling and sharing promising practices in business development and sourcing from within the LISC community and from sources outside of LISC.
• Perform additional duties, as required.

QUALIFICATIONS
 Bachelor’s degree from an accredited college or university required. Master’s Degree in finance, business administration, urban planning, public administration or similar field preferred. (Additional relevant work experience may be substituted as proxy)
 At least Five (5) years’ experience in real estate and/or economic development/small business lending. Some prior senior or management level experience preferred.
 Understand complex underwriting issues with respect to residential/ commercial real estate development and small business
 Demonstrated familiarity with principles of affordable housing and commercial funding programs and mechanisms including local, state, and federal housing and community development programs, and low-income housing and new market tax credit programs
 Familiarity with the real estate markets in the New Jersey together with familiarity with city, state and federal housing financing programs available to support projects strongly preferred.
 Capacity to work simultaneously on multiple tasks and projects, while still meeting program priorities.
 Ability to work collaboratively with others and demonstrate flexibility and poise in dealing with a diverse range of individuals and organizations.
 The candidate must demonstrate cultural competency working with diverse communities and a strong commitment to diversity, equity, and inclusion in their work.
 Highly motivated, solution-oriented individual who is self-directed, and able to successfully balance multiple priorities and programs
 Excellent writing and verbal communication skills are essential.
 Proficiency in Microsoft Office suite, particularly Microsoft Excel

COMPENSATION
LISC offers a competitive salary and excellent fringe benefits.

TO APPLY
Please send a cover letter and resume via email with “Senior Program Officer-Lending” in the subject line to newarkinfo@lisc.org.

NO PHONE CALLS PLEASE
LISC IS AN EQUAL OPPORTUNITY EMPLOYER
COMMITTED TO DIVERSITY, EQUITY, INCLUSION, AND JUSTICE