Position Description – Loan Officer
Charter School Financing, National

POSITION TITLE: Loan Officer
REPORTS TO: Director of Lending, Charter School Financing
JOB CLASSIFICATION: Exempt / Full Time
LOCATION: USA

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
- 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.

Over the last 40 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. Headquartered in New York City, LISC’s reach spans the country from East coast to West coast in 36 markets with offices extending from Buffalo to San Francisco. Visit us at www.lisc.org

Background
LISC Charter School Financing funds school construction for high-quality public charter schools that predominantly educate students from families with income below the national average. We believe that all children deserve access to a successful public school in their community. Historically, there has not been equitable access to high-quality public schools because of structural racism and racist policies. The LISC Charter School Financing (CSF) team is committed to racial equity in education, especially for Black, Latinx, Asian American, Pacific Islander, Indigenous students, and other students of color. Great K-12 public schools help students reach a level of educational attainment that provides economic opportunity and leads to success in the workforce.
To realize our vision, we lend money to schools to acquire, build or renovate facilities; we promote transparency of financing options to help school leaders secure affordable debt; we influence public policy to lower the cost of capital, keeping more dollars in the classroom; and we consult with racial equity experts to provide internal team trainings that increase our knowledge of the racialized history of education in the United States, in order to continually evaluate, inform, and improve our internal lending policies.

Position Description
LISC is seeking candidates for the position of Loan Officer in the organization’s Charter School Financing (CSF) team. The Loan Officer will be responsible for evaluating the credit risk and managing the due diligence, underwriting and closing process for LISC’s charter school facility financings nationally. As part of a team looking for new and innovative ways to help high-quality charter schools succeed in a challenging financial environment, the Loan Officer will use his/her strong underwriting background and analytical skills to evaluate projects and structure transactions to support charter school’s continued growth. Additionally, the Loan Officer will manage multiple, complex transactions at various stages and coordinate with multiple internal and external parties to meet approval and closing deadlines. The Loan Officer will report to the Director of Lending, CSF. This position can be remote or remote until based at LISC’s NYC headquarters upon eventual return to the office.

The primary duties of the position include:
- Structure and underwrite financing requests including analyzing academic performance, historical and projected financial performance, commitment to racial equity, management capacity, organizational structure, construction related due diligence, and project feasibility.
- Present loan recommendations to LISC’s credit committee and Board of Directors.
- Collaborate with internal and external parties (banks, co-lenders, attorneys, etc.) to close financings including managing complex intercreditor negotiations, reviewing real estate contracts, leases and due diligence, and identifying and negotiating key risk mitigants including reserves, guaranties and other forms of credit enhancement.
- Process grants or amendments as necessary for charter school borrowers.
- Participate in racial equity internal team trainings and discussions as part of our core commitment to furthering equitable practices at LISC and employing an equity lens in our lending.
- Occasionally travel (when safe again) to perform school site visits.

Qualifications
- Bachelor’s degree from an accredited college or university is required.
- Minimum three to five years of lending experience; community development/community facilities lending in a bank or CDFI preferred. Experience with construction lending, New Markets Tax Credits, and/or working in a charter school, charter management organization, or charter school developer a plus.
- Ability to produce high-quality work products under deadlines.
- High proficiency in Microsoft Excel and MS Office Suite.
- Excellent written and verbal communication skills.

LISC provides a competitive salary and excellent benefits.
To apply, please email a cover letter and resume to: csf@lisc.org

LISC IS AN EQUAL OPPORTUNITY EMPLOYER
COMMITED TO DIVERSITY, EQUITY, INCLUSION AND JUSTICE