**LOCAL INITIATIVES SUPPORT CORPORATION**

**Position Description**

**POSITION TITLE:** Credit Officer - Strategic Investments  
**REPORTS TO:** Senior Director, Fund Investments - Strategic Investments  
**JOB CLASSIFICATION:** Exempt / Full Time, Grade 14  
**LOCATION:** Washington, DC or Remote

### 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 $22 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 37 markets with offices extending from Buffalo to the Bay Area and in 2,400 rural counties across 49 states and Puerto Rico. Visit us at [www.lisc.org](http://www.lisc.org).

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**LISC STRATEGIC INVESTMENTS**

The LISC Strategic Investments team leads the design, development, and deployment of impact investment funds in LISC’s local markets nationwide. Strategic Investments employs an “impact first” investment methodology that optimizes the impact on the communities we care about while achieving sustainable risk-adjusted returns for investors.

The unique power of LISCs local office presence combined with the strength of our national investment expertise is a powerful combination for creating real impact in the communities we serve. This network requires careful coordination between Strategic Investments, the LISC Local Offices, and other stakeholders within LISC. While many groups within the LISC organization support fund management activities, the Strategic Investments team is ultimately responsible for ensuring a successful track record for LISC’s off balance sheet fund investments.

Visit us at [www.liscstrategicinvestments.org](http://www.liscstrategicinvestments.org)
ABOUT THIS ROLE

LISC Strategic Investments is organized into functional expertise groups that lead and support the activities necessary to design, raise, deploy, and manage impact investment funds:

1. Fund Design & Modeling – initial fund concept design and modeling, market testing
2. Fund Development – raising money from investors for funds
3. Fund Deployment – creating the investment origination strategy; managing the underwriting, investment, and closing process
4. Fund Performance & Reporting – managing the performance of investments, financial & impact reporting, and managing conduit funds

This role will report through the Fund Deployment function to the Senior Director of Fund Investments.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following are an indication of the position’s core responsibilities. These are intended to illustrate the scope of responsibilities and are not exclusive of other duties that may be required.

- Manages credit approval process.
- Ensures sound practices in the credit approval process across the organization.
- Conducts required analysis of various credit risk elements for new and existing transactions.
- Guides and supports Deployment Team, examinations functions and risk management function on high level credit and risk related issues.
- Monitor and process extensions and modifications for existing portfolio.
- Ensure compliance with all regulations, policies, and procedures.
- Participate in process improvement projects and new product rollouts; assume additional responsibilities as required.

MINIMUM QUALIFICATIONS

- Bachelor’s degree from an accredited college or university is required.
- Minimum five (5) years finance experience, preferably in banking/finance or community development.
- Minimum five (5) years’ experience in investment commercial real estate loan administration, preferably in affordable housing.
- Strong technical expertise in credit analysis, financial analysis, and loan structuring.
- Strong communication, analytical, decision-making, time management, organizational, follow-up and relationship management skills.
- Self-starter, ability to work independently as well as collaboratively.
- Proficiency in Microsoft Office Suite, particularly Microsoft Excel (e.g. VLOOKUPS).
- Demonstrated interest in LISC’s community development mission

LOCATION & COMPENSATION & TRAVEL

This position will preferably be located in Washington, DC, with potential for remote. LISC offers a competitive salary and excellent fringe benefits. This position is expected to travel up to 15% annually

To apply, please send a cover letter and resume via email to: strategicinvestments@lisc.org. Please be certain to include the title of the position for which you are applying and your name in the subject of your email.

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