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 $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 36 markets with offices extending from Buffalo to San Francisco. Visit us at www.liasc.org

Background
Founded in 1979, the Local Initiatives Support Corporation (LISC) is the nation’s largest community development support organization. LISC is a nonprofit CDFI that combines corporate, government and philanthropic resources to help revitalize distressed neighborhoods and rural communities, providing more opportunity to work, do business, innovate and raise children.

Rural LISC was established in 1995 and currently serves 92 partner organizations in 45 states and Puerto Rico, comprising a service area of more than 2,100 counties. Rural LISC is committed to providing support for Rural communities through non-profit and small business investment, making rural communities good places to live, work, do business, innovate and raise children.

Rural LISC Small Business and Lending Specialist
The national rural program of the Local Initiatives Support Corporation (Rural LISC) seeks a candidate for a Program Officer position focused on supporting the fast-paced growth of economic development programs and providing field based technical assistance and training to community-based organizations and small businesses. The Program Officer will work under the guidance of the Lending Director to execute the team’s broad programmatic agenda with a focus
on small business lending/grants, technical assistance, project pipeline creation and entrepreneurship-based ecosystem initiatives. Cross-cutting these focus areas is a need to re-enforce small business/economic development priority project integration by developing a more robust development pipeline for Rural lending and grant opportunities, including coordination with LISC subsidiaries to align and market products such as NMTC, LIHTC, SBA’s PPP and 7a programs, Opportunity Zones and other national funds/funding opportunities.

The ideal candidate will be both externally and internally focused creating project pipeline opportunities while simultaneously helping to strengthen internal lending operations. The candidate should possess strong knowledge and experience in community development lending, small business/entrepreneurial development, training/outreach, and skills in building key relationships. Candidates should also have experience working with diverse populations. A belief in the future and promise of rural communities is paramount. This full-time position has some flexibility in terms of location. Remote work and frequent travel required.

Responsibilities

- Outreach to non-profits and businesses to develop project pipeline opportunities for lending and grant products, including coordination with LISC affiliates. Expand Rural LISC’s economic development partnerships with funders, including national, state and local stakeholders, as appropriate.
- Serve as a key contributor to Rural LISC lending activities with a focus on lending and grant management, including origination, underwriting, closing, monitoring and portfolio management of loan facilities.
- Manage Rural LISC KIVA (micro-lending) program, including coordination with National Economic Development Team, recruiting, training and managing local KIVA Trustees.
- Identify capacity needs and strengths in order to provide small business/entrepreneurial technical assistance and training, in coordination with Rural LISC team.
- Collaborate with Rural LISC team members to provide entrepreneurial coaching and technical assistance to partner organizations delivering economic development services.
- Represent Rural LISC in economic development discussions and meeting obligations.
- Provide leadership and support for other Rural LISC Program team members to maximize our investments connected to small business investment and economic development projects.
- Maintain a portfolio of economic development CDCs (non-profits), identifying capacity needs and strengths in order to provide technical assistance and training tailored to each partner, or group of partners.
- Provide capacity-building support to CDC Partners to position their organization to successfully implement local and regional economic development strategies.
- 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.
- Help identify and strategize on ways in which internal LISC resources can be strengthened and leveraged.
- 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.
Qualifications

- Bachelor’s degree from an accredited college or university.
- Minimum five years related work experience in economic development and lending.
- Proven ability to take a project idea from concept to completion and to creatively solve problems.
- Experienced in analyzing financial data and evaluating financial statements.
- Familiarity with rural economic development financing programs across a broad range of public and private resources including, regional, state and federal programs, to include Small Business, USDA, EDA and NMTC.
- Experience 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.
- The capacity to work on multiple tasks and projects, prioritize a challenging workload.
- Ability to work virtually and collaboratively with others. This position requires a team approach and flexibility and poise in dealing with a diverse range of individuals and organizations.
- Ability to work effectively independently
- Excellent writing and verbal communication skills are essential.
- Proficient in Microsoft Office Suite.
- Comfort and adaptability working on a “virtual” team.

Job Specifications:

- Although travel is currently suspended due to COVID, the position will eventually require up to 40% travel within the continental USA.

COMPENSATION
LISC offers a competitive salary and excellent fringe benefits.

TO APPLY
Please include cover letter and resume via email with "Program Officer – Small Business + lending Specialist" in the subject line to RuralLISC@lisc.org

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