 Local Initiatives Support Corporation  
Position Description  

**POSITION TITLE:** National Underwriter  
**REPORTS TO:** Senior Director, National Underwriting  
**JOB CLASSIFICATION:** Full Time / Exempt  
**LOCATION:** US, Northeast  

**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 $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 Buffalo to San Francisco and in 2,400 rural counties across 49 states and Puerto Rico. Visit us at [www.lisc.org](http://www.lisc.org).  

**JOB OVERVIEW:**  
A core function of LISC is its operation as a loan fund. LISC provides various loan products to a wide array or project types. All loans are subject to oversight by LISC’s Lending Department. In 2021, LISC closed $224 million of new loan commitments and the outstanding loan portfolio at year-end was $508 million. LISC is looking to grow its lending volume in the years ahead.
Position Description
LISC is seeking a qualified candidate for the position of National Underwriter. This position will be part of LISC’s Lending Department and report to LISC’s Senior Director, National Underwriting. The National Underwriter will provide technical assistance, and in some instances direct underwriting support, to local Program Officers in the field and may serve as primary underwriter for a set of national and regional borrowers that operate in multiple LISC markets. The National Underwriter will have deep knowledge of public and private resources available to leverage LISC’s investment and will provide support to strategically deploy LISC’s full array of financing products, including loan products, lines of credit, tax credit equity, and small business and SBA equivalent loans.

Responsibilities:
• Screen, structure and underwrite financing requests, including analyzing operating performance, historical and projected financial performance, management capacity, organizational structure, and project feasibility for small business and commercial transactions.
• Provide support to local LISC staff on project-specific analysis, deal structuring assistance and underwriting for small business and commercial transactions.
• Collaborate with internal and external parties (banks, co-lenders, attorneys, etc.) to structure financings including managing intercreditor negotiations; reviewing real estate contracts, leases and due diligence; and identifying and negotiating key risk mitigants including reserves, guarantees and other forms of credit enhancement.
• Present loan recommendations for credit approval and manage the closing process with in-house and external counsel.
• Provide technical assistance to internal LISC staff on project planning, development models and financing options.
• Coordinate internal and external relationships that are critical to growth of the small business and commercial lending portfolio including relationships with LISC affiliates, other national and local staff, other program partners.
• Work with LISC management and LISC Lending to develop strategic collaborations with public sector agencies at the local, state, and federal levels that leverage LISC’s capabilities and national platform.
• Performs all other duties as assigned.

Qualifications:
• Bachelor’s degree from an accredited college or university in business, finance, real estate or related fields preferred. Master’s degree preferred.
• Minimum 7 years of professional experience in small business, commercial, supply chain lending/financing, and community development is preferred, including project financing, market analysis, deal structuring, and financial analysis.
• Demonstrated ability to manage multiple, complex transactions at various stages and coordinate with multiple internal and external parties to meet approval and closing deadlines.
• Deep knowledge of financing products such as predevelopment, acquisition, construction, bridge and permanent loans; lines of credit; and tax credit equity.
• Strong understanding of and experience with community development financial models, including but not limited to low income housing tax credit investments, new markets mixed use tax credit investments, tax-exempt bonds and federal, state and city subsidy programs, including HUD programs.
• Strong verbal and written communication skills.
• Ability to both work independently and collaboratively.
• Highly detail-oriented and ability to convey complex information clearly and concisely.
• Demonstrated interest in LISC’s community development mission.

Compensation

LISC offers a competitive salary and excellent fringe benefits

To apply, please send a cover letter and resume via email to: cstewart@lisc.org

We thank all applicants for their interest, however only those candidates selected for interviews will be contacted.

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