



Director of Lending

NALCAB - The National Association for Latino Community Asset Builders strengthens the economy by advancing economic mobility for Latino communities. NALCAB is the hub of a national network of more than 160 mission-driven organizations that are anchor institutions in geographically and ethnically diverse Latino communities in 40 states, Washington DC and Puerto Rico. Members of the NALCAB Network invest in their communities by building affordable housing, addressing gentrification, supporting small business growth, and providing financial counseling on issues such as credit building and homeownership. As a grant maker and US Treasury certified CDFI lender, NALCAB supports the work of its member network with capacity building resources, capital and policy advocacy, and access to funding and technical assistance.

Summary

This position is responsible for management of NALCAB's lending activities under general direction from the Chief Lending and Asset Management Officer. The Director of Lending will work closely with the Chief Lending and Asset Management Officer, and program staff to manage NALCAB's Community Development Financial Institution (CDFI) Loan fund activities, NALCAB's Department of Housing and Urban Development (HUD) funded Rural Revolving Loan Fund (RLF), support NALCAB's Social Impact Real Estate Catalyst fund, Acceso Fund and other small business-related lending TA and capacity building activities.

Key Responsibilities/Duties

- Actively develop and manage prospective loan opportunities from multiple sources.
- Interviews applicants and obtains information necessary to evaluate the applicant's soundness.
- Track and manage loan requests and applications to determine fit with NALCAB's lending programs.
- May assist with loan processing to obtain and verify application creditworthiness.
- Utilize underwriting guidelines and financial software to evaluate loan applications and create credit memos.
- Presents loans to loan committee for approval if loan requests fit within NALCAB's established policies and limits.
- Manage positive relationships with funders, investors, and vendors.
- Manage and evaluate pipeline of CDFIs and small business lenders within the NALCAB network.
- Effectively manage the representation of NALCAB's Rural Revolving Loan Fund to a range of audiences at conferences, in one-on-one meetings, and in target markets.
- Monitor the financial and organizational health of borrowers, through analysis of financial statements and annual site visits.
- Monitor trend analysis on portfolio performance.
- Assist NALCAB's Chief Lending and Asset Management Officer in improving NALCAB's underwriting and loan/investment policies and practices; operating practices; and marketing and outreach practices and materials.
- Ensure compliance with all regulatory agencies and funders.
- Approximately 25% travel.
- Other duties as assigned.



Experience

- A minimum of FIVE years' experience and success in lending to, and working with, low-to-moderate income, minority, and immigrant communities.
- A minimum of FIVE years' experience in small business lending.
- Experience using loan servicing software-Such as DownHome Solutions or similar type.
- A financial background with a strong understanding of balance sheet, income statement and cash flow analysis and loan underwriting.
- Ability to write well, communicate verbally in a succinct and persuasive manner, and interact effectively with a wide range of individuals, e.g., colleagues, lenders, funders, low-wealth and minority borrowers, and technical assistance providers.
- Strong analytical, time management, and organizational skills, including a high level of attention to detail and ability to work independently.
- Bilingual (English/Spanish) – required
- Non-profit sector experience.

Preferred Experience

- Prior lending and/or business experience with place-based investments.
- Experience with alternative lending and credit enhancement programs, regulated Cooperative financial institution lending, SBA, USDA, CDFI, New Markets Tax Credits and other federal related lending programs.
- Experience with Social Impact Lending.
- Experience with debt and equity financing.
- Experience in non-profit board participation
- Experience in government advisory committee participation

Knowledge, Skills and Abilities

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

- Experienced in community economic development and asset building.
- Ability to work in culturally and ethnically diverse environments.
- Outstanding written, verbal and interpersonal communication skills.
- Skill in utilizing a personal computer and associated software programs, including MS Outlook, PowerPoint, Word and Excel.
- Experience in video conferencing platforms such as WebEx, Goto Meeting, and Zoom.
- Multi-task and meet deadlines.
- Ability to maintain confidentiality of information.
- Ability to work independently within a fast-paced environment.



- Perform all the intellectual and analytical requirements of the position.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This position requires some travel.

Education

Bachelor's degree from an accredited four-year college or university in Finance, Accounting, or Business Administration; Five (5) or more years' related experience.

Position Type

Full –Time position

Compensation

\$80,000+ commensurate on experience, education, and qualifications

Location of Employment

San Antonio, Texas-or Washington DC, preferred

To Apply

To respond to this opportunity, please email resume to: jobs@nalcab.org

Please add *Director of Lending* in the subject line.

EEO Statement

NALCAB is committed to providing an environment of mutual respect where equal employment opportunities are available to all applicants and staff without regard to race, color, religion, sex, pregnancy, national origin, age, physical and mental disability, marital status, sexual orientation, gender identity, gender expression, military and veteran status, and any other characteristic protected by applicable law.