



## **JOB ANNOUNCEMENT: SENIOR LOAN OFFICER**

### **Position Description**

Invest Detroit is seeking a Senior Loan Officer who will be responsible for business development and loan originations. As a nonprofit lender, this is a mission-critical role that supports our efforts to finance catalytic projects positively impacting Detroit communities. Primary responsibilities will include identifying opportunities; providing technical assistance to borrowers; initial vetting of projects and financing needs; and developing key relationships and partnerships with public and private partners. This position joins an experienced team focused on real estate and small business development as it expands into more Detroit neighborhoods.

### **About Invest Detroit**

Invest Detroit is a nonprofit lender, investor, and partner that supports business and real estate projects that will ignite economic growth. Our goal is to increase density and job opportunities in a way that is strategic and socially responsible. We are a highly-effective and hard-working team that values collaboration, inclusivity, partnership, commitment to our mission, and drive mixed with humor. As a rapidly growing organization we are looking for team members who can help bring new efficiencies, data-driven approaches, and work-related experience with technology.

To learn more about Invest Detroit, please visit [www.investdetroit.com](http://www.investdetroit.com).

### **Responsibilities:**

The **Senior Loan Officer** will be responsible for the following:

- Serve primarily as a real estate originator with a portion of commercial and industrial portfolio, including working with borrowers to structure the transaction, conducting due diligence and financial analyses, assist with drafting credit memoranda, and presenting loan recommendations to senior management and loan committees.
- Work with Invest Detroit partners on the full cycle of activities related to business and real estate based lending and development, identifying appropriate resources as needed. This includes assessing project feasibility and the financing request, developing financing strategies and helping partners access other forms of capital including philanthropic contributions and/or public subsidies.
- Manage client relationships along with strategic partners, including for-profit and nonprofit financial institutions and local, state, and national governmental subsidy programs, that could support potential permanent financing structures for Invest Detroit's borrowers.
- Coordinate the receipt of loan applications and supporting documents.
- Structure loan transactions in compliance with internal credit and program requirements.
- Prepare materials for staff, loan committee and board review and present loan requests for approval.
- Coordinate loan closing activities with staff, borrowers and attorneys.
- Monitor compilation of closing documents and maintenance of loan files.
- Maintain accurate loan information in the data management system.
- Communicate with borrowers about loan disbursements, loan payments, and loan monitoring requirements.
- Manage and lead negotiations for non-performing loans as necessary.
- Evaluate borrowers and project performance and analyze updated financial information.
- Coordinate/conduct site visits for loan projects.
- Accept special projects in support of the team and community involvement.

The ideal candidate will have the following qualifications and background:

- Bachelor's degree in a relevant field such as finance, business, and/or public administration, graduate degree in one of these fields is highly beneficial.
- At least seven (7) years of direct commercial lending ideally at a community development financial institution, a commercial bank or other financial institution.
- Strong knowledge of loan structuring and underwriting, including solid financial analysis skills and familiarity with housing and community facility subsidy programs.
- Ability to work collaboratively with others and demonstrate flexibility and poise in dealing with a diverse range of individuals and organizations.
- Demonstrated success in building and managing individual and organizational relationships, and strong interpersonal and communication skills, both written and verbal.
- Demonstrated experience in preparing and negotiating complex transactions and balancing the programmatic needs of community based organizations with sound underwriting judgment and risk mitigation.
- Familiarity with federal, state, and local community development programs, particularly programs that finance affordable housing, New Markets Tax Credits; and/or experience in small business or commercial and industrial lending is a plus.

### **To Apply**

Please forward your resume and cover letter, outlining how your skills and experience meet the qualifications of the position to [Resume@investdetroit.com](mailto:Resume@investdetroit.com). Please include "Senior Loan Officer" in the subject line and indicate how you heard about this opportunity in the email.

Invest Detroit offers a competitive salary and benefits, commensurate with experience and skills. Invest Detroit is an equal opportunity employer committed to diversity in the workplace.