

<b>Title:</b>	<b>Senior Lender</b>
<b>Employee Status:</b>	Full Time
<b>Salary:</b>	Grade 5 Starting range of \$73,000 – \$82,200   Cleveland   Columbus
<b>Reports to:</b>	Managing Director of Lending, Eastern Region
<b>Department:</b>	Capital Solutions
<b>Location:</b>	Cleveland, OH or Columbus, OH
<b>Hybrid Remote:</b>	In office: T/W   Remote: M/Th/F

**Department Function:** Capital is a critical resource that's often beyond the reach of nonprofits serving communities with limited resources. IFF works hard to change that. For more than 30 years, IFF has specialized in flexible lending products that help nonprofits achieve their growth goals and best serve their communities. IFF's clients include human services agencies, supportive housing providers, schools, health clinics, arts organizations, community centers and a full spectrum of other nonprofit organizations. Racial inequality in property values still exists today. IFF takes a different approach to underwriting that isn't limited by appraisals, but instead is informed by a deep understanding of nonprofit operations and the importance of nonprofit facilities to communities. IFF provides lending to our clients uniquely designed to serve nonprofits with no appraisals on commercial projects, as low as five percent up front, and long-term loans with no prepayment penalties. Loans can be used for acquisition, facility improvement, equipment and vehicles, and affordable housing. Capital Solutions is part of IFF's Core Business Solutions which is a cross-cutting team that sits at the nexus of nonprofits, communities, and IFF technical knowledge. The group provides thought leadership and expertise to drive corporate strategy across markets. The primary business units in Core Business Solutions are Capital Solutions, Real Estate Solutions, Community Development Solutions, Home First, Legal and Compliance.

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### **The Organization**

IFF is a mission-driven lender, real estate consultant, and developer that helps communities thrive. Key to our success has been a deep sense of purpose, a broad perspective, and a relentless focus on achieving positive results. Across the Midwest we help clients from every sector, including human service agencies, health centers, schools, affordable housing developers, and healthy food grocery operators. Staff contribute extensive business experience and an unrivaled connection to the mission of IFF to the clients we serve.

### **Equity, Diversity, and Inclusion**

Partnering to create thriving communities is at the heart of everything we do. We leverage knowledge, capital, and resources to advance equitable and transformational outcomes in under-resourced communities, guided by our commitment to be an inclusive, anti-racist and anti-oppressive institution that honors communities as asset-rich and as experts in their own stories.

## **Basic Job Function**

Responsible for supporting the loan origination process by analyzing applicant financial, project and management capacity and preparing loan recommendations. Work closely with lenders across all IFF sectors and states on loan opportunities to determine long-term fit with IFF mission and credit requirements. Manages and maintains database information with responsibility for data integrity.

IFF is looking for candidates with a commitment to the work we do who can demonstrate their creativity, diligence, enthusiasm, growth-mindset, thoughtfulness, and passion to make meaningful change in the areas of economic and racial justice.

## **Core Responsibilities:**

1. Primary borrower relationship manager for assigned region's lending activities. Responsible for sourcing, underwriting, seeking approval, and facilitating the closing and monitoring of loans, including those requiring complex structuring.
  - a. Responsible for guiding prospective borrowers through the loan application, approval and closing process
  - b. Screens projects for alignment with IFF and department goals. Evaluates loan requests, including the agency's financial condition and projections, site analysis and building plans, operating plans, potential risks and other relevant data to support a recommendation of whether or not to make a loan. Follow up as necessary with agency and others to obtain additional information.
  - c. Coordinating as necessary with the Chief Credit Officer, underwrite, structure, package and present loan recommendations for approval to loan committees. Document terms and conditions and issue commitment letter.
  - d. Provide technical assistance on financing and financial systems to improve capacity of applicants and borrowers.
  - e. Support IFF's Customer Relationship Management database with data input to ensure that accurate and comprehensive information on all aspects of loan program is readily available, from initial contact through project closing and long-term monitoring. Contribute quantitative and narrative materials for fund raising applications and required reporting.
  - f. Establish closing requirements and work with IFF Closing and Escrow Services team, borrower, attorneys, and others to facilitate closing process in timely and efficient manner.
  - g. Work with the Portfolio Management team to support post-close monitoring including customer check-ins or site visits as required. Coordinate customer relationship management with Portfolio Management and support effective relationship communications.
2. Lead loan business development efforts to build and maintain a strong loan pipeline. Work with Marketing to implement appropriate outreach strategies, business development and sales activities
  - a. Develop and pursue business leads from existing network of customers, contact with agencies and market influencers, community leaders and funders and follow up with generated leads
  - b. Respond in a timely manner to inquiries from prospective borrowers, providing information regarding

IFF lending programs, assessing loan readiness, and assisting as necessary to prepare loan submissions and related paperwork

- c. Conduct in-person and virtual presentations or workshops for customers and prospective borrowers as arranged and scheduled with the Managing Director of Lending or in coordination with other partners
3. Participate with other Capital Solutions staff to research, develop, and improve lending programs, policies and procedures, marketing materials, application forms, tracking procedures, program goals, and general communications.
4. Maintain required job knowledge, skills and core professional competencies. Attend and participate in required educational programs and staff meetings
5. Demonstrates a commitment to equity, diversity, and inclusion. Promotes an environment of empathy and respect, ensures the inclusion of all team members, and will actively engage in EDI events and learning opportunities.
6. Perform other projects as assigned.

**Performance Measures:**

1. Achievement of lending and program goals.
2. Complete, accurate, and thoughtful analysis for thorough understanding of underwriting and lending issues on all loan applications and portfolio and risk assessment reports.
3. Achievement of portfolio outreach and increasing the profile and visibility of IFF across the region.
4. Solutions to identified issues and challenges relating to loan program implementation.
5. Achievement of department lending and program goals in region.
6. Cultivates a culture of openness in information sharing. Encourages open communication, cooperation, and the sharing of knowledge.
7. Models personal accountability that promotes ownership and engagement.
8. Builds and maintains effective working relationships with colleagues, peers and team members.
9. Values and supports differences in others, contributing to an inclusive work environment. Demonstrates the ability and willingness to communicate effectively with people of diverse backgrounds and experiences to create a collaborative, collegial, and caring community.
10. High level of satisfaction with both internal colleagues and external contacts.

**Position Qualifications:**

Education: Bachelor's Degree or equivalent combination of education and/or experience required, preferably in business, accounting, or finance.

Previous Experience:

- Seven years of experience in banking, finance, or real estate finance
- Demonstrated competence in commercial lending terminology and credit and financial statement analysis
- Experience marketing loan products

**Special Knowledge & Skills:** Familiarity with the nonprofit sector strongly preferred; familiarity with construction and lending practices and terminology; strong interpersonal skills; comfortable in presentation and workshop situations; proficient computer software user, including spreadsheets (Excel) and databases.

**Additional Requirements:** Occasional evening and weekend work.

**Standard Benefits:**

- Medical, dental, and vision insurance
- Paid time off
- 401(k) retirement plan with employer contribution
- Life Insurance
- Short and long term disability

**Work-Life Balance Benefits:**

- Hybrid workplace
- Summer Fridays

**Employee Development Benefits:**

- Professional development stipend
- Mentorship program

**Miscellaneous:**

- Wellness programs
- Employee assistance
- Referral Bonuses

**IFF does not offer the following:**

- relocation package
- 100% remote
- provide sponsorship to applicants who require or will require a work permit.

Check off only some boxes in the requirements listed above. Studies have shown that marginalized communities - such as women, LGBTQ+ and people of color - are less likely to apply to jobs unless they meet every qualification. So, if you're excited about this role, we encourage you to apply.

**Application Instructions: Please visit the Careers section of our website to apply online. Both a resume and cover letter are required.**

*IFF values equity, diversity, and inclusion as part of its mission to strengthen nonprofits and the communities they serve. IFF is an equal opportunity employer and is committed to building and maintaining a culturally diverse workplace that is free of discrimination and harassment of any kind. We encourage women, minorities, individuals with disabilities and veterans to apply. All qualified applicants will receive consideration for employment without*

*regard to race, religion, color, national origin, sex, sexual orientation, gender identity, age, veteran status, or any other status protected by the laws or regulations in the locations where we operate.*