



President Job Announcement

About River City Capital Investment Corp

Since 2016, River City Capital has operated as a community development financial institution (CDFI), certified by the Department of the Treasury. River City Capital was created by Community LIFT (LIFT), a nonprofit economic and community development intermediary, as its subsidiary economic development arm. River City Capital seeks to create jobs, increase incomes, and build wealth among people of color in Memphis and Shelby County, Tennessee.

TITLE: President

REPORTS TO: CEO of River City Capital Investment Corp (RCC)

PRIMARY PURPOSE: Performs all duties related to leading and managing River City Capital Investment Corporation and its Loan Fund.

Overview:

This position involves a blend of financial experience, credit expertise, nonprofit management knowledge, and market awareness. The President must have strong financial, writing, speaking, public relations, management, leadership, and planning skills. The President must be able to work in both the community with partners that bring diverse backgrounds and skills as well as in the financial marketplace of CDFIs, banks, and foundations. The President should be a skilled connector able to bring together people across multiple areas of expertise and diverse cultures.

60% Support the growth of River City Capital

- Lead fundraising strategy development and implementation to ensure ongoing operations and organizational sustainability, including:
 - Identifying and co-writing grant applications and investment proposals
 - Managing relationships with funders and investors, including seeking and cultivating relationships with new and additional funders and investors, as needed.
 - Maintaining and tracking fundraising results.
- Build a pipeline of RCC borrowers via direct or indirect customer contact, including:
 - Seeking out, cultivating and meeting with potential borrowers and associations to get leads for new borrowers.
 - Performing analyses of businesses' financial health for accessing RCC's loan products.
- Build working relationships with existing companies, including:
 - On average, visiting ten existing companies per month to identify opportunities for RCC to help the companies expand or remain competitive.

- Assessing the assets and opportunities of individual companies through periodic surveys, interviews, and visitations.
- Establish Quality Customer Service protocols – borrower calls, inquiries, requests for payoff amounts.

25% Manage the River City Capital Loan Fund

- Work closely with Finance department in monitoring the financial health of the organization.
- Perform data evaluation on information retrieved from loan applications.
- Conduct risk assessments on potential clients based on previous borrowing history, credit rating, industry experience and other factors.
- Assess reports detailing risk assessment findings and other data that contribute to lending decisions.
 - Perform analysis of existing clients businesses to evaluate growth opportunities.
 - Provide technical assistance and business counseling.
 - Link businesses with public programs to support effective growth or other technical assistance.

15% Direction-setting and Board Leadership

- Work with the CEO and Board of Directors to develop the goals and objectives for RCC.
- Organize meetings and agendas for the RCC Board of Directors, including coordinating all River City Capital Board appointments with the CEO and overseeing new Board member orientations.
- Provide regular reports and work progress updates to both LIFT and River City Capital Boards.
- Act as a liaison with RCC stakeholder groups, including companies, organizations, neighborhood groups, and elected officials; maintain productive relationships with all partners and the public.

Desired Competencies:

- Proven ability to underwrite loans and analyze deal risk
- Proven ability to develop business leads and structure workable deals
- Proven ability to advise businesses for revenue growth
- Proficiency with Microsoft Word, PowerPoint, and Excel is required
- Excellent verbal and written communication skills, including ability to adapt communication styles to the audience, inspire confidence, and represent LIFT and River City Capital

Desired Abilities: River City Capital is seeking highly motivated individuals with a passion for helping businesses grow, creating quality jobs, and serving people in distressed communities.

- Must be a self-starter; exceptional organizational skills required; ability to meet designated deadlines is also a critical qualification.
- Ability to prioritize duties and work independently while remaining flexible to changing assignments.
- Must be able to maintain the highest level of confidentiality; ability to handle sensitive material concerning the company and River City Capital borrowers.
- Ability to develop leads and identify feasible options for structuring successful financial deals.
- Ability to meet with clients and neighborhood contacts in the evenings and weekends.

Education and/or Experience:

- Graduate degree in business, finance or other related field is preferred. At least 10 years of professional experience in banking or other community lending may substitute for an advanced degree.
- Demonstrated experience in loan documentation, preparation and review
- At least 8 years of executive level management experience, ideally including some experience with a community development financial institution;
- Proven track record of raising investment capital and operating support;
- Demonstrated ability to negotiate effectively and form partnerships with both private and public sector financing entities;
- Experience in lending required; experience in lending to financial and/or non-profit institutions will be an advantage
- Ability to understand financial statements in order to perform credit and financial analysis is required
- Demonstrated experience in relationship building and community engagement
- Experience in nonprofit or small office environment a plus.

Experience in banking business product sales and/or economic development is a plus. The strongest candidates will have existing relationships with national foundations, financial institutions, business incubators, and local, regional, and state economic development agencies.

River City Capital Investment Corp will offer a competitive salary and benefits package.

To Apply

Interested individuals should submit a letter of interest, three references and resume to Ms. Amelia Crowley, Operations Manager, Community L.I.F.T., Corp., 119 Court Avenue, Suite 100, Memphis, TN 38103. **Deadline to apply is July 23, 2021.** Please, reference the position in the subject line of your email. NO PHONE CALLS. **Only those applicants that will be considered for the next step in the hiring process will be contacted.**

Community LIFT is an Equal Opportunity Employer and welcomes applications from individuals who will contribute to its diversity.