



POSITION: Chief Lending Officer
STATUS: Full-time, regular / exempt
SALARY RANGE: \$110,000-\$125,000
LOCATION: South Carolina (Columbia preferred)

ABOUT SOUTH CAROLINA COMMUNITY LOAN FUND

South Carolina Community Loan Fund (SCCLF) is a statewide, nonprofit Community Development Financial Institution (CDFI) with the mission to advance equitable access to capital to build assets and benefit communities and people most in need of economic opportunity. We provide loans and technical assistance to nonprofits, for profits, and government entities to support the development of affordable housing, healthy food enterprises, community facilities, and small businesses. Acknowledging that the need for our work is rooted in generations of injustice and disinvestment, we focus on serving people of color, women, low-income individuals, and those in rural communities. SCCLF is a dynamic organization with a small but growing team working across offices in Charleston, Columbia, and Spartanburg. We loan and revolve capital to continually expand and sustain our mission, and currently operate with an annual operating budget of \$3M. Since 2004, we have provided 389 loans totaling \$74.3 million in financing. For more information about our programs and services visit sccommunityloanfund.org.

POSITION SUMMARY

The Chief Lending Officer (CLO) is a member of the executive staff and has overall responsibility for SCCLF's lending program including setting and monitoring loan production goals, designing and implementing new and updated financial products and services that are responsive to the needs of clients, and guiding the development of loan policies and systems. The primary responsibility of the CLO is to lead the lending team in meeting annual lending goals while developing a loan portfolio which is both healthy and responsive to the needs of SCCLF's constituency. The CLO reports to the Chief Executive Officer and President.

KEY RESPONSIBILITIES

- Design and implement new financing strategies, products, systems, and tools to respond to organization's goals, borrower needs, and market changes.
- Lead the development, implementation, and monitoring of a business development and project pipeline strategy. Pursue new relationships and maintain existing relationships with other CDFIs, referral partners, and community development organizations.
- Oversee the lending process including the due diligence of complete loan applications, deal structuring, and preparing and presenting credit memos to executive staff, loan committees, and executive committee for approval, ensuring these activities are in alignment with SCCLF's mission and policies.
- Oversee technical assistance process pre-and post-loan closing and work with loan officers to evaluate overall financial health, determine financing needs, verify credit-readiness, and assess project feasibility.



- Evaluate and improve lending processes and procedures to ensure efficiency, consistency, and a positive borrower experience. Lead the review and update of policies related to underwriting, portfolio management, and loan servicing.
- In partnership with the Portfolio Manager, maintain strong credit quality through annual loan/borrower reviews, regular monitoring of borrower compliance with loan covenants and repayment provisions, reviewing borrower reports, and conducting periodic site visits.
- Work with Executive Team to define organizational outcomes and lending goals. Regularly monitor and report out on progress to lending goals to the leadership team, staff, and Board.
- Ensure accurate, timely, and complete entry of technical assistance, pipeline, and lending data into Salesforce, facilitate the production of up-to-date pipeline reports and loan information reports, and provide impact data for staff, compliance reporting, and funders.
- Work across departments to ensure lending strategy is communicated and understood at all levels of the organization, and to ensure capitalization, programs, marketing, and outreach strategies align with and support lending goals.
- Conduct internal and external trainings as needed, and represent SCCLF on committees, coalitions, and panels.
- Manage and guide career development for remote team including coaching, goal setting, and performance management. Make recommendations for lending team staffing needs.

KEY SKILLS & REQUIREMENTS

- Bachelor's degree required, Masters Degree preferred.
- A minimum of five to seven years relevant real estate and/or nonprofit lending experience required, including demonstrated experience in a management and supervisory position.
- Superior financial analysis and credit evaluation skills for both real estate projects and organizations.
- Deep knowledge of affordable housing and community development lending and related credit issues, and of the state's community economic development stakeholders.
- Familiarity with the New Markets Tax Credits program preferred.
- Evidence of significant external client contact and business development skills.
- Strong problem-solving and organizational skills including ability and willingness to balance strategic, lending, and organizational responsibilities.
- Experience in risk management, and ability to provide creative and flexible solutions to loan applicants by identifying relevant risks and mitigation strategies.
- Ability to prepare clear, accurate, well-organized written reports and presentations, with effective verbal communications skills.
- Strongly self-motivated and able to follow through in completing high-quality, detailed work.
- Commitment to mission driven lending in low to moderate income communities.
- Proficiency with Word, Excel and PowerPoint, and comfortable learning new technology platforms.
- Willingness and ability to travel statewide year-round.



SOUTH CAROLINA
**Community
Loan Fund**
Investing in Community

South Carolina Community Loan Fund
Charleston | Columbia | Spartanburg
843-973-7285
www.sccommunityloanfund.org

BENEFITS INCLUDE

- Medical, dental, and long-term disability insurance
- 403B account with 3% employer match after six months
- Unlimited PTO, 14 paid holidays, and a weeklong winter holiday
- Flex schedule and hybrid work options
- Professional development stipend
- Mileage reimbursement for out-of-town travel
- Cell phone stipend

TO APPLY

To apply, please send your resume and cover letter via email to hr@sccommunityloanfund.org with the subject line “Chief Lending Officer.” **Application Deadline:** March 30, 2022 at 5pm EST.