



## **DIRECTOR OF MULTIFAMILY LENDING**

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Housing Trust is looking for exceptional people who believe that safe, stable affordable housing opens the door to better living for everyone. We embrace diversity. We nurture it and we thrive on it because it benefits our organization, our partners, and our community. We are seeking a mission and results driven individual for an amazing opportunity to join a highly respected organization working closely with high profile technology companies to provide capital to build affordable housing in our region.

### **MISSION AND HISTORY**

Housing Trust is leading the effort to create a strong affordable housing market in the greater Bay Area as one of the region's highest-volume nonprofit housing lenders. Serving people experiencing homelessness to renters to first-time homebuyers, we assist a wide range of residents with programs across the entire spectrum of housing issues. Since 2000, Housing Trust has invested \$509 million – creating over 25,000 affordable housing opportunities serving over 46,000 of our neighbors. Housing Trust has led the way in engaging local corporations and foundations in investing hundreds of millions of dollars to work with us to bring more solutions to the market all while experiencing several years of high growth in our lending business.

### **POSITION OVERVIEW**

The Director of Multifamily Lending (MFL) will be responsible for managing multifamily loan production and implementing lending initiatives for Housing Trust. In collaboration with the Chief Lending Officer (CLO) and the Multifamily Lending team, this role will be responsible for successful business development strategies for MFL to address market needs and achieve business goals. Will be critical in ensuring Housing Trust efficiently and effectively meets the financing needs of our customers and maximizes business opportunities for all multifamily loan products and programs. And will play a key role in collaborating with technology companies, as we utilize funds from our capital partners to facilitate the production of affordable housing. This position will report to the CLO and will work collaboratively with the chief credit officer (CCO). The director of MFL will represent Housing Trust with internal and external clients and will strengthen our presence and footprint. A successful candidate will have a history of demonstrated success in lending and be an experienced professional with a strategic mindset, strong analytical, problem solving, leadership, communication, and management skills.

### **KEY RESPONSIBILITIES**

Responsibilities include but are not limited to the following:

#### **Management of Lending Team and Lending Programs**

- Manage and mentor MFL origination staff through business development, loan structuring, underwriting, and closing process, including participation in site visits and relationship calls.
- Engage in talent acquisition, development, and retention of staff, and cultivate a mission-focused environment of creativity, innovation, agility, and work/life balance.
- Provide leadership to loan officers through communication, performance management, coaching, staff development and recognition.
- Guide MFL staff serving as resident experts on Housing Trust's funding sources and counties in Housing Trust's coverage area to ensure full deployment and compliance with programs.
- Ensure the MFL team meets all data integrity requirements for Housing Trust's systems.
- Effectively collaborate with Loan Administration Manager on deal closings; negotiation of deal terms

and legal documents; identify and resolving structuring issues; and engaging with external legal counsel to ensure excellence in execution on deal structuring, and all loan closings.

- Serve as a key staff person, in conjunction with CLO, to facilitate lending initiatives and relationships with key capital partners.
- Responsible for management of Supportive Housing Fund loan committee.
- Maintain strong, positive, effective, and productive relationships with key partners.
- Collaborate closely with asset management, loan administration, Development and Communications, and other departments to meet departmental and organizational needs.
- Effectively collaborate with Housing Trust's senior leadership team on internal and external matters concerning MFL staff and programs.

#### **Business Development and Loan Origination**

- Responsible for components of Housing Trust's multifamily loan origination and capital deployment to meet Housing Trust goals and objectives.
- Identify lending opportunities and respond to loan inquiries in Housing Trust's target market.
- Identify, manage, and grow strategic relationships with key local partners (developers, consultants, public sector representatives, etc.) that build Housing Trust's brand and market presence, and help facilitate those partnerships and relationships.
- Maintain strong working relationships with borrowers, peer CDFIs, as well as affordable housing professionals and practitioners.
- Work closely with the CLO and MFL team to employ multifamily lending innovation, including new strategies for expanding lending relationships with BIPOC developers, engaging new developer relationships, and maintaining existing borrower relationships.
- Collaborate with CLO on key priorities for the MFL program such as developing new financing products, new lending strategies and research and development (R&D)
- Identify process and system improvements as they relate to all aspects of the MFL function.
- Represent Housing Trust in a variety of industry groups and forums, including coordination and participation in conferences, delivering presentations and training to staff and external audiences.
- Lead and coordinate marketing and communication efforts for business development purposes
- Structure, underwrite and close complex transactions as needed.

#### **QUALIFICATIONS**

- Undergraduate degree required, advanced degree in business, finance, or related field preferred.
- 7+ years of community development or affordable housing lending experience, including 5+ years of supervisory experience.
- Outstanding people management and team leadership skills, with experience recruiting, nurturing, and motivating talent.
- Demonstrated success in developing/training, managing and mentoring staff.
- Expert knowledge of loan structuring and high level of competency in negotiation and sales presentation skills
- Highly organized, ability to prioritize and manage multiple projects and assignments, meet tight deadlines, and mitigate risk.
- Strong business development, analytical, communication, and problem-solving skills, with working knowledge of spreadsheet programs
- Familiarity with federal, state, and local community development programs, particularly programs that finance affordable housing.

- Proficient in Microsoft Office, file management software (Box), and CRM software (Salesforce)
- Strong written and verbal communication skills and ability to coordinate and communicate effectively across all levels of an organization.
- Highly skilled at collaborating across various levels of diversity including race, color, national origin, ancestry, sex, marital status, disability, religious or political affiliation, actual or perceived gender identity, age, or sexual orientation.
- Embrace a work culture that celebrates creativity and innovation.
- Ability to respond quickly and effectively to changing demands while continually delivering high performance.
- Ability to travel up to 40% of the time and work flexible hours as required.

## **COMPENSATION**

Housing Trust offers a competitive compensation package, including a bonus plan and benefits. This is an exempt, full-time position. The annual salary range for this position is \$140,000 to \$185,000. Resumes will be reviewed and considered on an ongoing basis. To be considered for this position, please submit a letter of interest and resume to [Jobs1@housingtrustsv.org](mailto:Jobs1@housingtrustsv.org).

### **Our total compensation package includes the following:**

Medical, Dental and Vision benefits fully covered for employees. Eligible dependents covered at 50%.  
401K employer contribution at 3% and additional match up to 2%.

3 weeks of paid vacation

12 paid sick days

Paid year-end shutdown

End of year bonus

Tuition reimbursement program and more...

Housing Trust aspires to be a diverse and inclusive organization. We are committed to recruiting, retaining, and promoting diversity in our workforce and leadership to reflect the communities we serve. We believe differences in lived-experiences, cultural backgrounds, and diversity of thought are our strongest assets and contribute to our success. We are an equal opportunity employer to all regardless of race, color, national origin, ancestry, sex, marital status, disability, religious or political affiliation, actual or perceived gender identity, age, or sexual orientation.