



**Local Initiatives Support Corporation**

**Position Title:** Lending Program Officer Position  
**Reports To:** Executive Director  
**Job Classification:** Exempt / Full Time  
**Location:** San Diego, CA

---

**THE ORGANIZATION:**

**What We Do**

With residents and partners, LISC forges resilient and inclusive communities of opportunity across America – great places to live, work, visit, do business and raise families.

**Strategies We Pursue**

Strengthen existing alliances while building new collaborations to increase our impact on the progress of people and places.

Develop leadership and the capacity of partners to advance our work together

Equip talent in underinvested communities with the skills and credentials to compete successfully for quality income and wealth opportunities.

Invest in businesses, housing and other community infrastructure to catalyze economic, health, safety and educational mobility for individuals and communities.

Drive local, regional, and national policy and system changes that foster broadly shared prosperity and well-being.

Over the last 38 years, LISC and its affiliates have invested approximately \$20 billion in businesses, affordable housing, health, educational mobility, community and recreational facilities, public safety, employment and other projects that help to revitalize and stabilize underinvested communities. These investments have leveraged more than \$50 billion in development activity and helped families and communities raise their standards of living. LISC investments impact the lives of nearly 7 million Americans.

Headquartered in New York City, LISC's reach spans the country from East coast to West coast in 31 markets with offices extending from Buffalo to San Francisco. Our rural programs make an impact in 44 states, and are supported by LISC's talented and dedicated workforce. Visit us at [www.lisc.org](http://www.lisc.org) and the San Diego office at <http://www.lisc.org/san-diego/>

**Description**

LISC San Diego seeks a Lending Program Officer to advance its community development lending program. This person will be responsible for lending business development and loan originations that support LISC's strategic priorities and a comprehensive approach to neighborhood revitalization. Primary responsibilities will include

identifying project opportunities; providing technical assistance to local borrowers; initial vetting of projects and structuring financing needs; and developing key relationships and partnerships with public and private leaders in local markets.

The Lending Program Officer will be expected to work closely with other LISC team members, be action-oriented, results-driven and enjoy working in a fast-paced, collaborative environment.

**Responsibilities:**

- Build a pipeline of projects for San Diego to invest in such asset classes as affordable housing, community facilities, educational facilities, commercial developments and economic infrastructure with the primary goal of generating loan activity for the LISC loan fund and other LISC-managed loan pools to meet agreed upon lending goals.
- Work with LISC partners on the full-cycle of activities related to business and real estate based lending and development, providing technical assistance and identifying appropriate LISC 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.
- Develop and manage relationships with other 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 LISC borrowers.
- Work with the Executive Director and other partners to develop a strategic approach to support the growth of lending and real estate based transactions, design new lending programs and create related marketing, informational and application materials.
- Ensure integration and alignment of San Diego's real estate development activities and financing pipeline with the strategic direction and goals of LISC National and San Diego by collaborating with LISC team members and strategic neighborhood partners.
- Provide capacity building support to partners to position their organization to successfully implement more complex real estate developments. Identify LISC resources that could be used to strengthen the organization.
- Serve as primary underwriter, including working with borrowers to structure the transaction, conducting due diligence and financial analyses, drafting credit memoranda, and presenting loan recommendations to LISC's national Credit Committee and the LISC Board of Directors, as applicable.
- Coordinate between National Lending and local program staff through regular pipeline meetings and other channels.
- Compile and share best practices in business development and sourcing from within the LISC community and from sources outside of LISC. Represent LISC as an expert on community development lending and share best practices at conferences, trainings, and events.
- Prepare reports and findings for investors, funders and other stakeholders as needed.
- Lead new initiatives as called upon to do so.
- Perform additional duties as assigned.

**Qualifications**

- Bachelors' degree from an accredited college or university.
- Minimum of at least five (5) years of relevant experience in lending, finance, community development or related field. Proven track record of delivering results. Bachelor's degree required.
- Familiarity with the real estate markets in the San Diego together with familiarity with city, state and federal housing, commercial and mixed use financing programs available to support projects.
- Knowledge of financing products such as predevelopment, acquisition, construction, bridge and permanent loans; lines of credit; and tax credit equity.
- Experience with working with lower-income communities and with a community-based, resident-driven model of neighborhood revitalization preferred.
- Ability to evaluate financial statements.
- Ability to identify financing opportunities and to creatively solve problems.

- Capacity to work on multiple tasks and projects, prioritize a challenging workload, be positive and solution-oriented.
- Ability to work collaboratively with others and demonstrate flexibility and poise in dealing with a diverse range of individuals and organizations.
- Commitment to working in a small team with a desire to learn from colleagues, supporting and encouraging each other in the pursuit of excellence.
- Excellent judgment, maturity, integrity, professionalism, interpersonal and managerial skills.
- Excellent writing and verbal communication skills are essential. Proficiency in Microsoft Office suite, particularly Microsoft Excel.

The position will be based in San Diego with some travel to potential or current borrowers. LISC offers a competitive salary and an excellent benefits package. **To apply, please email a cover letter and resume to Ricardo Flores at [rflores@lisc.org](mailto:rflores@lisc.org).**

**LISC IS AN EQUAL OPPORTUNITY EMPLOYER  
COMMITTED TO DIVERSITY AND INCLUSION**