



Tucson Industrial Authority Job Description: Director of Impact Lending

The [Tucson Industrial Development Authority](#) (Tucson IDA) is seeking a Director of Impact Lending to steer our direct lending programs by identifying and creating new business lending opportunities and partnerships related to forwarding the organization's mission of equitable, innovative and sustainable economic development.

The Director of Impact Lending will be responsible for ensuring that the organization's policies, procedures, and lending practices are in line with national best practices for impact lending programs. Reporting to the CEO, the Director of Impact Lending must have demonstrated success in growing and managing a lending portfolio, and providing strong financial modeling and reporting for data-driven decision making at the Executive and Board Level.

The selected candidate will collaborate with the CEO and Grants & Evaluation Director to secure new sources of fund capitalization. Experience with leveraging multiple funding sources, including careful compliance, tracking, and reporting is an essential part of the role.

The Director of Impact Lending will oversee full time, part-time, and contracted team members in execution of the program and must have strong team leadership skills. The candidate must have excellent customer service skills, strong organizational skills and the ability to multitask. Excellent verbal, written communication and presentation skills are required.

The selected candidate must be self-motivated, demonstrate initiative, have a strong entrepreneurial mindset, and adhere to high ethical standards. The successful candidate must share the organization's mission to expand access to capital to businesses and individuals who have traditionally been marginalized from traditional capital systems.

The right candidate is energized by building new innovative programs and systems, with an eye towards continuous improvement.

Tasks & Duties

- Identifies and creates new capital opportunities to build our lending fund
- Cultivates and maintains strong relationships with diverse lending stakeholders
- Assist the organization in applying for and achieving national designations such as SBA Microlender, CDFI, CDC
- Supports all facets of the Tucson IDA's Lending activities and ensures attainment of fund goals
- Performs functions within the lending team including underwriting and processing of loans as needed to ensure adherence to service level commitments
- Furthers the organization's brand through the delivery of exceptional customer service.
- Represents the organization's broader mission and programs through network and community outreach opportunities.
- Supports efforts to ensure compliance and adherence to certifications related to lending operations including renewals and reporting
- Works with lending staff to collect and maintain accurate client and program files
- Educates lender partners on the Tucson IDA's lending products and protocol to expedite smooth closings.



- Manages and tracks customers through all stages of the lending pipeline, overseeing all activities and work-flow of lending staff and ensures timely and accurate processing of loans.
- Balances lending protocol and decision-making between Risk Management and Missional Goals
- Supports delivery of customer centric education
- Acts as a liaison with local organizations for cross referrals.
- Takes responsibility for developing and overseeing the lending department budget with a focus on maximizing revenue generation and appropriately managing expenses.
- Performs other duties as assigned.
- Play a significant role in long-term planning, including initiatives geared toward operational excellence.

Required Skills

- Significant loan closing experience (7+ years)
- Advanced knowledge of economic development business lending and financial programs
- Ability to build programs and procedural systems from scratch
- Ability to quickly build a rapport with customers and partners of diverse backgrounds
- Excellent interpersonal skills and a collaborative management style.
- A demonstrated commitment to high professional ethical standards and a diverse workplace.
- Excels at operating in a fast pace, community environment.
- Excellent people manager, open to direction and collaborative work style and commitment to get the job done.

Preferred Education & Experience

- Participating in a Bachelor's degree preferably in Business, Accounting or Finance; MBA or equivalent preferred.
- 5+ years of supervisory and leadership experience and relevant loan operations management experience preferred
- 7+ years banking experience
- Experience in solving practical problems and dealing with a variety of variables in situations where only limited standardization exists.
- Hands on experience working with small business owners is a plus

Compensation & Benefits

This role is a full-time exempt, in-office position. The robust benefits package includes health, dental, vision, retirement, ample paid-leave, PTO, parental leave, and other employee benefits. The salary is \$85,000 a year, with potential for growth based on performance.

The Tucson IDA does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations