



CHIEF CREDIT OFFICER

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

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 \$446 million – creating nearly 24,000 affordable housing opportunities serving over 44,000 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

Housing Trust seeks an experienced and proven professional to serve as Chief Credit Officer responsible for leading the credit, loan administration and asset management functions for the organization. The Chief Credit Officer's major responsibilities include managing credit risk and portfolio performance, supervising portfolio reporting and servicing functions, as well as developing and implementing credit policies and procedures that support strong credit quality and improve front line risk management.

The position will report to the Chief Executive Officer (CEO), be a member of the senior management team, and supervise the loan administration and asset management teams.

The ideal candidate will work closely with staff to define and implement tactical plans that support the strategic goals and priorities of the organization in a collaborative manner. The position requires an experienced professional with strong analytical, credit and risk management, financial and management skills.

KEY RESPONSIBILITIES

- Strong collaboration with Senior Team to set the long-term strategy and vision of the organization.
- Manage the Loan Committees process and serve as primary liaison to enterprise-wide risk management team and for all external credit reviews and internal control audits involving lending areas.
- Develop and maintain the Lending Standards and Guidelines in adherence with Housing Trust's credit and risk management standards including organizational risk rating and loan loss reserve methodology.
- Review all loan and modification requests to ensure they are properly risk rated, comply with credit policies, or warrant a waiver, and approve as appropriate under delegated approval authority.
- Analyze and monitor portfolio performance to guide the development, implementation and/or updating of credit policies and risk rating guidelines and report findings to CEO and Board.
- Supervise the loan administration and asset management functions, including loan servicing, portfolio reporting and credit analysis.

- Assist in the development of new products, programs and loan funds by crafting credit policies and procedures that support their strategic objectives and risk tolerance.
- Collaborate with the Chief Lending Officer to assess training needs of the lending team and to develop annual training sessions that address the skill and knowledge gaps identified.
- Chair the quarterly portfolio performance meetings and make recommendations to Finance of risk ratings and loan loss reserves and ensure full implementation of workout plans for delinquent and troubled loans.
- Ensure adequacy and appropriateness of all approval and modification narrative and financial analysis templates.
- Responsible for managing Housing Trust's legal needs and services for lending function.
- Responsible for performance management, coaching and development of direct reports.
- Commit to advance racial equity and intentionally cultivate diversity, equity, and inclusion in the department and through the organization.

QUALIFICATIONS

- Bachelor's degree in business, finance, or related field along with 8+ years of related professional experience with 5 years of progressively responsible management experience including supervision of lending and credit analysis functions; experience in managing troubled loans and workouts is highly desirable. Advanced degree preferred.
- Demonstrated experience in and knowledge of the community development and affordable housing fields; knowledge of and experience working with public subsidy programs is preferred.
- Ability to manage multiple projects and assignments, meet tight deadlines, coordinate, and communicate effectively among diverse parties in a collaborative manner.
- Strong customer service orientation and demonstrated skills in relationship management and cultivation.
- Detailed analytical skills with database management and spreadsheet knowledge.
- Excellent oral and written communication skills with demonstrated ability to represent Housing Trust's mission and work in all internal and external forums.
- Demonstrated commitment to diversity, equity and inclusion policies and practices.
- Prior experience working in fast growing organizations, developing new business units or functions a plus.

COMPENSATION

Housing Trust offers a competitive compensation package, including a bonus plan and benefits. This is an exempt, full-time position. Annual salary range for this position is \$170,000 to \$180,000. 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.

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 is 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. Housing Trust is committed to diversity, equity and inclusion and our goal is to have a workforce (at all job levels) that is representative of the communities we serve.