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## Housing Finance Consultant

📍 San Francisco or Los Angeles (Hybrid work possible following introductory period), CA

🕒 Full Time

👤 Financial Consulting

🎓 Experienced

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**REPORTS TO:** Director

**FSLA STATUS:** Full-Time (40 hours/week), Exempt

**SALARY:** Starting range begins at \$120,000 per year

### ABOUT THE POSITION

Unlike typical financial advisors, the California Housing Partnership's Housing Finance staff do not see themselves as third-party consultants whose sole task is to run financial projections and advise on important financial decisions. Because we take to heart the part of our mission that focuses on building the long-term capacity of our clients, who we see as long-term partners, Housing Finance staff must be able and willing, after appropriate training, to provide intensive coaching and mentoring to less experienced project managers from our partner organizations as well as to engage more experienced project managers and Directors of Housing Development in detailed conversations about the pros and cons of various approaches to financing their developments and tips on avoiding pitfalls in the development process. Housing Finance Consultants ("HFCs") should also provide inside information on the latest trends in pricing and likely changes to program regulations and funding sources before they change.

### BASIC DUTIES & RESPONSIBILITIES

HFCs advise our partners on financial strategies to structure and maximize equity and bond or loan proceeds raised, selection of equity investors and lenders, and negotiation of deal terms, preparation of financial projections and assistance in obtaining funding from a large array of competitive programs including:

- Tax-Exempt Private Activity Mortgage Revenue and 501(c)3 Bonds.

- Federal 9% and 4% Low Income Housing Tax Credits and State of CA Tax Credits.
- State of California Housing and Community Development (HCD) programs including: Affordable Housing and Sustainable Communities (AHSC); Veterans Housing and Homeless Prevention Program (VHHP); Multifamily Housing Program (MHP); Transit-Oriented Development (TOD); and Infill Infrastructure Grant (IIG); and National Housing Trust Fund (NHTF).
- California's No Place Like Home (NPLH) and Mental Health Services Act (MHSA).
- California Housing Finance Agency (CalHFA).
- State and local government HOME, CDBG and local trust funds.
- McKinney Supportive Housing Program.
- USDA Rural Development programs.
- Project-based Section 8 Vouchers and contract extensions.
- HUD multifamily and public housing programs, including Rental Assistance Demonstration (RAD), Section 8 PBRA contracts, 202/811 recapitalizations, FHA mortgage insurance, MAHRA, and Preservation programs.
- Federal Home Loan Bank AHP Program.
- Other federal, state and local funding sources.

After an appropriate training period, HFCs also must be able to:

- Independently run the Partnership's in-house proforma considering all of the above funding sources, their rules and interactions.
- Provide expert advice to nonprofit and local government housing agency partners regarding the optimal use of all the financing programs and services described above.
- Provide expert consulting services on syndication and resyndication structuring, including a strong understanding of tax and financial concepts, as well as investor negotiating strategies.
- Provide expertise to our partners on exit strategies for projects where Tax Credits are reaching the end of their 15-year compliance period by analyzing project economics, tax and regulatory considerations, and assisting partners in structuring a financing plan that employs innovative techniques to ensure that the nonprofit sponsor can retain ownership of the project with minimal out-of-pocket cash requirements.

While the primary duties will be financial consulting services for nonprofit and local government housing agencies, all Housing Finance staff assist in designing and delivering training programs on the above topics. Similarly, they must be able and willing to provide expert technical assistance to the staff of nonprofit and local government housing agencies regarding the same list of topics. Finally, Housing Finance staff, like other Partnership employees, must periodically assist with basic office administrative functions consistent with a small nonprofit organization.

#### **QUALIFICATIONS & REQUIREMENTS**

- At least four (4) years' experience in affordable multifamily housing development and financing.
  - *A Master's degree in a directly related field may substitute for up to one year.*

- Detailed knowledge of current multifamily financing techniques and resources including the rules of at least the most important financing programs listed.
- Extensive hands-on experience with the Low Income Housing Tax Credit (LIHTC) program including experience preparing LIHTC applications with minimal supervision and detailed knowledge of LIHTC investment structuring and analysis.
- Extensive experience in developing and running multifamily rental real estate proformas.
- Demonstrated experience with applying for and structuring tax-exempt bonds. (Preferred)
- Project management experience with an LIHTC housing developer. (Preferred)
- Experience in delivery or design of training. (Preferred)
- Detail-oriented self-starter with strong organizational skills.
- Ability to multitask and handle overlapping deadlines and assignments.
- Strong interpersonal skills and ability to thrive in small, nonprofit office environment.
- Excellent public speaking and writing skills.
- Proficiency with Apple computers and OS X standard applications
- Expert level ability with Microsoft Office products including Excel, Word and PowerPoint.
- Knowledge of and ability to communicate about affordable rental housing policy issues.
- Alignment with the Partnership's mission and commitment to diversity, equity, and inclusion.
- Vaccinated against Covid-19 or able and willing to receive vaccination prior to beginning employment.
- Able and willing to travel within California.

**The California Housing Partnership is also currently hiring for Senior Housing Finance Consultant**

**(<https://californiahousingpartnership.applytojob.com/apply/YomRuBoDZ0/Senior-Housing-Finance-Consultant>), Housing Finance S**

**(<http://careers.chpc.net/apply/fHeqstBTYm/Housing-Finance-Analyst-II>)pecialist**

**(<https://californiahousingpartnership.applytojob.com/apply/JXCl4Ruzd8/Housing-Finance-Specialist>), and Housing Finance Analyst**

**(<https://californiahousingpartnership.applytojob.com/apply/tjxstaAhJv/Housing-Finance-Analyst>).**

**Compensation**

Compensation includes a competitive package of employee benefits including health, dental, vision, chiropractic/acupuncture, transit subsidy, health reimbursement account, employee assistance plan, and 403(b) retirement plan for all permanent employees working 20 or more hours per week.

**Equal Opportunity Employer**

The California Housing Partnership is an equal opportunity employer and is committed to creating a diverse, equitable, and inclusive workplace. We strongly encourage people of diverse backgrounds and identities to apply. For more information about the Partnership, visit our website at [www.chpc.net](http://www.chpc.net).

**About the California Housing Partnership**

The California Housing Partnership is unique in combining on-the-ground technical assistance with advocacy leadership at the state and national level to increase the supply of affordable homes in California. The Partnership is a “do-and-think-tank” that uses the experience gained from helping numerous nonprofit and local government partners leverage \$25 billion to create 75,000 affordable and sustainable homes over the past 30 years to provide expert finance and policy technical assistance. We are the trusted advisor to these mission-driven organizations, helping them envision and execute multilayered plans for creating and preserving sustainable affordable rental housing. We are also the trusted advisor to many state leaders who implement laws and programs to provide necessary housing resources, and the state and local government housing organizations that allocate these resources.

What we learn from providing technical assistance and training to our partners directly informs our professional work affecting policy and systems change to improve and expand existing and new funding programs to proactively meet housing affordability needs in California. In addition, the Partnership provides statewide publications and data tools to facilitate housing policy development, outcomes tracking and research.

### Apply for this position

REQUIRED \*

APPLY WITH INDEED

First Name \*

Last Name \*

Email Address \*

Phone \*

Address

Resume \*

Attach resume or Paste resume

Cover Letter \*

LinkedIn Profile URL:

Are you legally authorized to work in the United States? \*

- Yes
- No

Earliest Start Date

If not local, willing to relocate? \*

- Yes
- No

What professional or personal experiences inspire your commitment to community development and social justice? \*

Human Check \*

I'm not a robot reCAPTCHA

**SUBMIT APPLICATION**