



Job Description

Job Title: Analyst

Reports to: Head of Line of Business to whom assigned

National Community Investment Fund (NCIF), national nonprofit Community Development Financial Institution (CDFI) formed in 1996 with a mission to increase access to responsible financial products and services in underserved communities. Total assets under management at NCIF are approximately \$226 million, including \$166 million outstanding New Markets Tax Credits (NMTC) deployments allocations. In 2019, NCIF launched a \$30 million Credit Strategies Fund for lending and is in the process of raising another \$15-\$20 million of debt capital to support growth and impact. NCIF achieves its mission via three complementary business lines:

1. Equity Investing in mission-oriented Certified Development Financial Institutions (CDFI), Minority Depository Institutions (MDIs), and Mission-Oriented Financial Institutions (MOFIs) as agents of change across the US and its territories. These can be banks and non-banks as well as large corporates that act as anchors in communities. NCIF is the largest investor in the CDFI banking industry, with investments in ~10% of all certified CDFI Banks. We are exploring to make strategic investments in corporations that reduce climate change.
2. New Markets Tax Credits: Since 2003, NCIF has received over \$401 million in NMTC allocations that are being deployed into real estate, operating companies, health care facilities, schools, other nonprofit and for-profit impact-oriented businesses in partnership with local CDFI institutions; and
3. Lending: NCIF makes loans in partnership with CDFIs, MDIs, and MOFIs to enhance the impact of projects that benefit underserved communities.
4. Impact measurement is the foundation of NCIF's work and supports all our business lines. NCIF pioneered the use of Social Performance Metrics (www.bankimpact.org) and is developing a cloud-based core data platform to support data analytics.

NCIF is looking for an Analyst with strong financial and credit risk analysis skills to support its growing team. S/he will get exposure in credit, investing, lending, impact, and new initiatives (such as climate finance).

Responsibilities: these responsibilities are assigned based on which department the person is assigned.

1. Credit and investment underwriting and financial analysis

- a. Analysis of credit risk - Assist in lending and investing, gather data and perform due diligence on borrowers/guarantors; spread financials statements and create projections for financial statement analysis, repayment analysis, and risk assessment. Stress test financial projections.
- b. Analysis of equity investments – understand bank and corporate financial statements for investing for impact; spread financial statements and create projections for target returns and risk assessment. Stress test projections.
- c. Perform annual reviews

2. Portfolio and asset management

- a. Assist in portfolio and asset management, as assigned.
- b. Assist Director of Asset Management to ensure all transactions comply with covenants and financial projections; preparation of reports for investors and lenders on portfolios around financial and impact performance; Support portfolio and compliance departments with post close monitoring/reporting.

3. New initiatives

- a. Assist in research and product development of new initiatives such as climate finance and data analytics

Candidate Profile

- a. Passion for community development and for improving the lives of individuals in underserved communities.
- b. Bachelor’s degree (or equivalent work experience), preferably in business, accounting, or finance with 1-3 years’ work experience. Graduates with strong analytical skills may apply.
- c. Demonstrated understanding of credit and financial analysis and portfolio risk management, with formal credit training a plus.
- d. Experience in commercial real estate, investing, accounting, asset management, non-profit and lending departments would be a plus. Experience working with a CDFI in NMTC or lending compliance/portfolio management will be a plus.
- e. Strong presentation skills – both oral and written.
- f. Proficiency in MS Office with strong expertise in MS Excel
- g. Resident of Chicago, willing to relocate or work on a hybrid schedule.

Other

We value our employees’ time and efforts. Our commitment to your success is enhanced by our competitive compensation and an extensive benefits package including paid time off, medical, dental and vision benefits.

NCIF is an equal opportunity employer and provides equal treatment and opportunity to all persons without regard to race, color, religion, national origin, sex, age, disability, veteran status or sexual orientation except where such distinction is required by law.

Please send cover letter and resume to administration@ncif.org