

## **Senior Credit Analyst**

**Ready to take your lending career to the next level *and* make a lasting, positive impact in communities across the nation?** National Community Investment Fund is seeking a **Credit Analyst/Senior Credit Analyst** to join our growing team in financing projects and institutions which expand economic opportunity across urban, rural and small-town America.

**National Community Investment Fund** (NCIF; [www.ncif.org](http://www.ncif.org)) is an impact investor and national Community Development Financial Institution (CDFI) formed in 1996 to increase access to responsible financial products and services in underserved communities. NCIF provides loans and equity investment to mission-oriented financial institutions—including CDFIs and Minority Depository Institutions (MDIs) -- and lends directly to projects and organizations supporting small businesses, housing, education, healthcare, and other sectors that improve the quality of life in rural and urban communities.

Since 1996, NCIF has directed \$512M in loans, investments and New Market Tax Credits (NMTC) to community banks and investment projects, and promoted over \$1.6 billion worth of high-impact community investments in real estate and operating businesses, including healthcare, education, and community facilities. Our work with 53 mission-oriented financial institutions in 39 states has created over 17,000 jobs in rural, urban and small-town communities. (See below for more information on NCIF's business lines).

As a Credit Analyst, you would be part of our lending and NMTC team, responsible for originating and participating in loans to real estate and operating companies across the US. This role offers unique opportunities for career growth as our team continues to grow.

**As an integral member of the lending team, your responsibilities as a Credit Analyst will include:**

### **Underwriting and Financial Analysis on NMTC and Loans**

- Gather data and perform due diligence on the borrowers/guarantors, including economic/industry assessments.
- Spread financial statements and create operating projections to perform financial statement analysis, cash flow analysis, repayment analysis, risk analysis, and mitigant assessment.
- Analyze borrowers' budgets and projections to assess and stress test debt service capacity.
- Write credit memoranda and assist in presentations at the loan committee.
- Assist in the assessment of collateral.
- Input data into the loan management system as needed.
- Special projects as determined by the Head of Department.

### **Asset Management – in partnership with the Portfolio Management department**

- Do annual reviews of borrowers/guarantors, including evaluation of risk ratings.
- Monitor projects during construction, including review of third-party construction reports, construction draws, and budgets.
- Ensure compliance in all impact and covenant reporting
- Ensure that all transactions comply with the terms of legal agreements, that cash flows are consistent with financial projections, and that all covenants and conditions are met.
- Support control/loan servicing departments with post-close monitoring/reporting.

### **To thrive, you should have:**

- Passion for community development and improving individuals' lives in underserved communities.
- Bachelor's degree (or comparable work experience), preferably in Business, Accounting, or Finance.

- 2 - 7 years of experience with commercial credit underwriting/financial analysis (with formal credit training being a plus). Candidates with more relevant experience will be considered in a more senior capacity.
- Experience in mainstream banking, CDFI, NMTC, lending departments, and nonprofit organizations would be a plus.
- Solid attention to detail and analytical skills. Proficiency in MS Office with strong expertise in MS Excel.
- Ability and willingness to work in an entrepreneurial organization positioned to grow.
- Ability to work on multiple projects simultaneously. Demonstrated oral and written presentation skills.
- Ability to work and communicate with various business stakeholders and technical teams.
- Candidates must be residents of Chicago (or willing to relocate) and willing to work on a hybrid schedule.

**To apply, please send a resume, cover letter and writing sample to [careers@ncif.org](mailto:careers@ncif.org).**

### **Comprehensive Benefits Package:**

We value our employees' time and efforts. Our competitive compensation and benefits package includes:

- Comprehensive medical, dental, and vision insurance
- 401(k) plan available with employer matching
- Life and disability insurance for added protection
- Health savings and flexible spending accounts
- Paid time off, flexible schedule, and hybrid work schedules

Plus, we work to maintain the best environment for our employees, where people can learn and grow with the company. We strive to provide a collaborative, creative environment where everyone feels encouraged to contribute to our processes, decisions, planning, and culture.

Don't miss this opportunity to be a driving force in our growth & impact! Join us and be a part of a team that values your skills, fosters your growth, and celebrates your achievements.

### **More About NCIF:**

Total assets under management at NCIF are around \$258 million, including a balance sheet of approximately \$79 million and active New Markets Tax Credits (NMTC) allocations and serviced loans. NCIF meets its mission via the following complementary lines of business that seek to create long term sustainability of underserved communities via anchor financial institutions:

1. **Equity Investing:** We invest in/lend to mission-oriented financial institutions (CDFI banks, minority banks, CDFI loan funds, and others) with equity, debt, and deposit investments. NCIF is the largest investor in CDFI banks, with investments in 17 institutions. Selectively, NCIF will invest in mission-aligned financial technology and related corporations.
2. **New Market Tax Credit deployment:** We have received \$431 million in NMTC allocations and have promoted over \$1.6 billion worth of projects in impactful real estate and operating businesses, including healthcare, education, and community facilities.
3. **Lending:** NCIF is building a portfolio of loans that are focused on supporting businesses, housing, education, healthcare, and other sectors that are mission-aligned. NCIF expands its reach and capacity via a platform to originate and syndicate loans among the NCIF Network of Banks.
4. **Impact measurement** is the foundation of NCIF's work and supports all our business lines. NCIF pioneered Social Performance Metrics ([www.bankimpact.org](http://www.bankimpact.org)).

5. NCIF Innovation Labs is being promoted to ideate and potentially implement new business initiatives. These include (a) a Generative AI-based Data Analytics Platform to catalyze additional capital in the impact investing and CDFI sector; (b) potential housing and Opportunity Zone fund.

*NCIF is an equal opportunity employer and provides equal treatment and opportunity to all persons regardless of race, color, religion, national origin, sex, age, disability, veteran status, or sexual orientation, except where such distinction is required by law. NCIF has a hybrid schedule with part remote/in-office work schedules.*