

Gateway Community Development Fund, Inc. ("Gateway") seeks:

## **COMMUNITY DEVELOPMENT LENDER**

### *Background:*

Gateway is a US Treasury certified Community Development Financial Institution (CDFI) focused on lending activities in the St. Louis and Kansas City markets as well as consulting and collaboration projects throughout the Midwest. We are located on Laclede's Landing in downtown St. Louis.

### *Position Summary:*

The **Community Development Lender** has significant responsibility for business development and loan origination, and will market Gateway's participation loan funds while participating in various industry events in fulfillment of those responsibilities. The primary duties of this position are to develop and maintain lending relationships while identifying, structuring, and underwriting community development loans.

### *Responsibilities:*

- Maintain strong, productive relationships with all contacts, including community development organizations, borrowers and other lenders
- Develop new and maintain existing relationships with borrowers within Gateway's target markets of St. Louis, Kansas City, and southern Illinois
- Guide prospective borrowers through the loan application, approval and closing process
- Underwrite and structure loan requests for presentation to Loan Committee for review and approval
- Coordinate/perform construction draw inspections and approvals as necessary
- Manage the loan portfolio to minimize delinquencies and losses
- Report on the loan pipeline and portfolio to Gateway's Loan Committee, President and Board of Directors
- Maintain necessary professional certifications and memberships as applicable; participate in appropriate educational and training events
- Attend conferences and community development events as appropriate for the industry and position
- Refer potential clients for Gateway's consulting services

### *Requirements:*

- Minimum five years of experience in community development finance, ideally including:
  - Securing funding for economic development projects
  - Writing grants
  - Working with public agencies & municipalities
- Minimum three years of loan production/loan underwriting experience
- Bachelor degree in an appropriate/related field
- Excellent verbal and written communication skills and computer skills
- Strong entrepreneurial work ethic with the ability to work independently or collaboratively as a team member
- Courteous and business-like manner in dealing with stakeholders and co-workers

The position offers competitive salary, full medical and dental paid by the company, life insurance, parking, 401K, vacation and sick pay.

To apply, please forward your resume to: [jobopportunity@slefi.com](mailto:jobopportunity@slefi.com)