

JOB DESCRIPTION

JOB TITLE: Senior Vice President, Small Business Lending (new)
STATUS: *Rutan*-Exempt/Not State Personnel Code
EMPLOYER: Illinois Finance Authority/ Climate Bank (IFA/CB)
REPORTS TO: Executive Director
LOCATION: IFA/CB, 160 North LaSalle Street, S-1000, Chicago IL 60601

I. OVERVIEW:

Do you want to use finance to combat climate change, promote equitable economic development, and enhance the quality of life for all the people of Illinois? Do you have the motivation, work ethic, skills, and grit to join a small, growing, and talented team of financial/legal/public policy team at the forefront of climate finance? IFA/CB needs motivated and hardworking professionals to maximize the impact of new federal funding through finance and to better deliver existing financial products in Illinois. If this describes you, then apply to join the IFA/CB.

IFA/CB is deploying federal funds through the State Small Business Credit Initiative (SSBCI) [State Small Business Credit Initiative \(SSBCI\) | U.S. Department of the Treasury](#), a small business commercial lending product with a focus on climate to supplement the exiting SSBCI Advantage Illinois Program through the Illinois Department of Commerce and Economic Opportunity (DCEO) [Advantage Illinois - Advantage Illinois](#). SSBCI is the first of many federally funded climate-related financial products that will be deployed by IFA/CB, in addition to our traditional conduit bonds. We are looking for the right person to lead and expand SSBCI as well as other potential federally and state funded climate finance efforts. IFA/CB seeks a qualified pool of candidates that reflects the diversity of Illinois.

IFA/CB offers competitive benefits, including comprehensive and competitive health, life, and disability insurance, a 401(a) defined contribution retirement savings plan with matching contributions, and paid time off. IFA/CB employees are at-will employees and are subject to various State ethics requirements, including revolving door prohibitions, but are not subject to the State of Illinois Personnel Code. IFA/CB is an equal opportunity employer.

IFA/CB is governed by fifteen volunteers who are appointed by the Illinois Governor. The IFA/CB Executive Director leads the customer-focused professional staff. IFA/CB generates its own operating revenue and is not supported by State taxpayer appropriations. Each month, the IFA/CB meets publicly. See, <https://www.il-fa.com/public-access/board-documents/2023>; see also, IFA/CB presentation: <http://www.il-fa.com/sites/all/themes/ifa/docs/cb/stakeholder-engagement-materials-2024-01-31.pdf>.

II. POSITION SUMMARY:

This senior position requires a deep and first-hand knowledge of the operations, management, and reporting of SSBCI. The successful candidate will be an integral member of the senior IFA/CB management team. The position is in-person and may involve some travel within Illinois for marketing, developing, and highlighting new and existing products and services to local banks and



other potential participants. Remote communications and existing staff may be maximized to engage with partner private lenders and stakeholders. The successful candidate will also assist with the development and scaling of other federally funded, as well as other potential State-based, IFA/CB financial products. With respect to SSBCI, as well as other potential State-based, IFA/CB financial products, principal policy making, spokesperson to key stakeholders, financial lending partners, and confidentiality are integral to the duties and responsibilities of this position.

III. DUTIES AND RESPONSIBILITIES:

1. Lead current IFA/CB staff to expand and manage the SSBCI product line. Manage the portfolio and full lifecycle of SSBCI small business and commercial loans (and guarantees, as applicable), including soliciting applications, evaluation, underwriting, negotiating final loan terms, closing, servicing, and monitoring post-closing. Manage the flow of documentation generated internally and externally with the assistance of counsel. Manage the federal reporting of the SSBCI program. Manage the internal IFA/CB profit and loss statement for IFA/CB SSBCI and potentially other similar federal and State-based financial products.
2. Originate SSBCI commercial and small business loans, including without limitation, loan participations in third party credit facilities and guarantees in collaboration with partner national, regional, and community banks as well as credit unions CDFIs, and other community lenders. Identify and recruit additional SSBCI lending participants and manage these relationships. Take full advantage of SSBCI product and lending partnership deployment channels such as [Building Energy Resource Hub \(buildinghub.energy\)](http://buildinghub.energy) and [Office of Regional Economic Development - Region Specific Assistance \(illinois.gov\)](http://illinois.gov).
3. Conduct critical reviews of requests for IFA/CB support of small business loans submitted by private and private/public sector financial institutions through SSBCI.
4. Present SSBCI and other IFA/CB products and services to commercial lenders and other stakeholders, including bankers' associations, chambers of commerce, private sector commercial enterprises and trade groups, local farm bureau organizations, local government officials, and other local economic development groups.
5. Manage, direct, and develop the current IFA/CB SSBCI team, as well as recruit, interview, select, hire, train, and develop new team members with the IFA/CB senior team and existing policies.
6. Coordinate SSBCI activities generally with IFA/CB subject matter consultants and strategic partners both within and outside of Illinois State government.
7. Provide an appropriate amount of structure, direction, and feedback to ensure a high level of SSBCI team performance. Define, delegate, and direct work in a flexible manner.
8. Advise IFA/CB management on budget and other policies related to its business and policy objectives for SSBCI and other federally funded financial products. Provide ongoing evaluation on the effectiveness and profitability of SSBCI and other federally funded financial products.
9. Working with the Executive Director and other resources, leverage SSBCI to help create new commercial loan products funded by the federal United States Department of Energy (USDOE) Energy Efficiency Revolving Loan Fund Program (EE RLF), the United States Environmental Protection Agency (USEPA) Greenhouse Gas Reduction Fund (GGRF) and others, including products deployed with IFA/CB non-federal funds to advance State policy objectives.
10. Perform other related duties as assigned by management.



IV. QUALIFICATIONS:

1. Deep knowledge of the operation or management of SSBCI, DCEO Advantage Illinois, or similar federally funded programs is required.
2. A minimum of 5 years of related experience in the origination, underwriting, closing, servicing, and workout of commercial loans and guarantees, or equivalent combination of education (bachelor's degree in accounting, finance, business, economics, or another related field) and experience, is required.
3. Demonstrated ability to structure deals in accordance with IFA/CB and SSBCI policies is required.
4. Ability to understand financial data (balance sheets, income statement, cash flow statements, financial ratios, etc.) and apply those skills as they pertain to the loan underwriting process is required.
5. Experience in local government and not-for profit lending is desired.
6. Certified Public Accountant (CPA), Master of Business Administration (MBA), law degree, Chartered Financial Analyst (CFA[®]) certification, is desired.
7. Must be organized, efficient, and able to work independently and be detail oriented.
8. Must be able to communicate thoughts clearly, in writing and through speaking, through both prepared remarks and extemporaneously. Strong public speaking skills are required. Must be comfortable communicating with all levels within commercial, corporate and government organizations, as well as with vendors and the public.
9. Must have the demonstrated ability to adjust quickly to different work situations and remain composed under pressure and stressful situations.
10. Must have proven experience successfully leading, developing, and managing teams. Must demonstrate the ability to foster collaboration and mentor team members for their professional development. The ideal candidate is principled, self-confident, and must be able to form a productive relationship with an established team.
11. Must have strong working knowledge of MS Office, including Word, Excel, PowerPoint, and Outlook. Must be technologically adept and embrace opportunities for change, transformation and continuous learning and improvement.
12. The ideal candidate is an intellectually curious lifelong learner with the demonstrated ability to learn from failure and strive to achieve greater impact on the wider world.

Interested and qualified candidates should apply by submitting a resume and cover letter to hr@il-fa.com.

The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities, or physical requirements. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. 2/15/2024