

Manager of Community Development Finance

Hope Community Capital is seeking a Manager of Community Development Finance to join our team. This position is remote and may be based anywhere in the US.

Salary: \$80,000 - \$125,000, depending on experience

Position Description

Reporting to the CEO, this role is responsible for leading the firm's services to community development financiers, including CDFIs, CDEs, and other sources of Impact Capital. Qualified candidates will have fluency in real estate finance (affordable housing and economic development) involving various funding sources and a commitment to racial and economic equity in community development.

Responsibilities

- Transaction structuring and financial modeling for multi-source, multi-phased real estate transactions
- Develop financial and feasibility analysis for transactions and draft and assemble meaningful financial models and proformas
- Assist in securing and structuring project funding sources for transactions
- Assist with various aspects of transactions involving Historic, Low-Income Housing, and New Markets Tax Credits
- Raise and structure potential sources of "impact" capital for transactions
- Collaborate with clients in completing financial diligence requirements for project investors and tax credit applications
- Recommend and implement creative financing solutions for complex real estate transactions
- Manage and grow the firm's community development finance line(s) of business.
- Launch Hope Community Capital's impact investing fund

About Hope Community Capital

Hope Community Capital is a certified B corporation known for our attention to detail, excellence in the delivery of our services, and long-term commitment to our clients' success. As a leader in the community development field, we're passionate about giving our projects everything they need to cultivate sustainable, inclusive, and thriving spaces.

HCC is focused and committed to diversity, equity, and inclusion as the center of our hiring process and company culture. We're committed to building a culture that values and honors the contributions of underrepresented communities - starting with the Hope Community Capital family.

1. **Integrity:** We commit to and expect honesty, reliability, and kindness.
2. **Excellence:** Our services and processes are distinguished by consistent excellence. We maximize our client's vision for community benefit through process, product, and outcomes.

3. **Equity:** We insist upon equity in everything we do. We intentionally dismantle racism in our approach to hiring, client deliverables, and community engagement.

Desired Qualifications & Skills

- Undergraduate degree in business, accounting, finance, real estate economics, economic development, urban planning, political science, philanthropy, organizational development, or related field
- Relevant internship and/or work experience
- Demonstrated commitment to our company values
- Demonstrated analytical, interpersonal, and communication skills
- Strong networking skills
- Ability to leverage existing and develop new professional relationships
- Strong oral and written presentation skills
- Ability to prioritize and meet deadlines
- Willingness to work long hours when necessary
- Growth mindset
- Understanding of and commitment to the mission of Hope Community Capital

Job Type: Full-time

Benefits: 401(k); dental insurance; disability insurance; employee assistance program; flexible schedule; health insurance; health savings account; life insurance; paid time off; professional development assistance; retirement plan; vision insurance.

Location: Madison, WI or Chicago, IL, preferred

Schedule: Monday - Friday

Application

For questions or to apply, **send the following as one PDF file** to Sierra Johnson, Senior Consultant, sierra@hopecommunitycapital.com:

1. A cover letter that outlines:
 - a. Your experience;
 - b. Your interest in this position;
 - c. Unique knowledge, skills, or abilities you will bring to the position beyond the scope of the job description.
2. A resume
3. Three references (Name, Title/Relationship to You, Phone Number)

Studies have shown that women and people of color are less likely to apply for jobs unless they believe they meet every one of the qualifications described. We encourage you to connect with us if our work speaks to you, even if you don't believe you check all the boxes.

Hope Community Capital is an Equal Opportunity Employer and does not discriminate on the basis of one's sex, age, race, color, creed, national origin, alienage, religion, marital status, pregnancy,

sexual orientation or affectional preference, gender identity and expression, disability, genetic trait or predisposition, carrier status, citizenship, veteran or military status and other personal characteristics protected by law. All applications will receive consideration for employment without regard to legally protected characteristics. Hope Community Capital will consider qualified applicants, including those with criminal histories, consistent with the requirements of applicable state and local "Fair Chance" laws.