Relationship Manager-Lending

ECDI is a Community Development Financial Institution (CDFI) and Ohio's largest SBA intermediary microlender dedicated to delivering responsible, affordable lending to help low-income, low-wealth, and other disadvantaged people and communities join the economic mainstream. ECDI has loaned over $38 Million to date to Small Businesses in the State of Ohio.

Small Businesses served by ECDI often lack regular cash flow, collateral, or other factors sometimes disqualifying them from conventional financing. ECDI accepts non-traditional collateral, and can provide custom repayment schedules, deferred payments, long amortizations, and other features to enable businesses with sound plans and capacity to obtain financing. ECDI also provides wraparound Small Business Development Services in the form of one-on-one technical assistance, training and incubation services, both before and after loan closings.

We are currently seeking a **Relationship Manager** for our Cleveland, OH location.

The Relationship Manager (RM) is responsible for generating and underwriting new mission based business loans and servicing a loan portfolio that meets ECDI's mission, financial and risk goals. This position will close and service approved loans including the servicing of the existing portfolio. The RM will assist in the marketing ECDI's services through involvement in the community. This professional will evaluate and recommend approval of loans to lending management and the loan review committee. The Relationship Manager may provide technical assistance to applicants while reviewing the application materials and backup documentation as well as helping the credit analyst prepare the credit memorandum.

Qualified applicants will have the following knowledge, skills and abilities:

- Actively prospects for strategic business loan opportunities from multiple sources.
- Meets prospective borrowers, collects information, evaluates loan requests, negotiates loan terms and conditions.
- Determines the level of complexity, mission and strategy fit, and prospect's readiness to borrow. Underwrites loans in accordance with policy or works cooperatively with Underwriter to prepare risk analysis of borrowers' repayment ability, presents and defends loan proposals to loan committee based on effective critical thinking.
- Provides informal consulting to clients regarding business plans, projections and business practices. Delivers or refers effective Technical Assistance to help prospects with basic pre-application work such as business plan review and feedback.
- Monitors outstanding borrowers for conformance with loan conditions, progress in meeting business goals, and overall business performance. Reports all emerging problem loans to management when weaknesses are detected.
- Manages portfolio risk in accordance with industry and organization standards and directives
- Knowledge and experience with SBA and economic development finance programs would be a plus.

Qualified applicants will have the following education and/or experience:

- A minimum of three years previous banking, community development lending, financial, or similar experiences required. Previous successful business ownership highly desired.
- A Bachelor's degree with at least three (3) years of lending experience in a customer contact capacity with credit analysis and underwriting skills in necessary to be a successful candidate.
- Five (5) years of work experience in business banking or retail lending may be substituted for a Bachelor's Degree.

Please email resume and cover letter to: hr@ecdi.org