



Vice President, Sponsor Analysis

NATIONAL EQUITY FUND, INC. is a leading non-profit syndicator of Low-Income Housing Tax Credits (LIHTC) with a mission to create and deliver innovative, collaborative financial solutions to expand the creation and preservation of affordable housing. We strive to be a diverse, equitable, and inclusive place to work so that our team has the experience and knowledge to effectively support our partners and communities.

OVERVIEW

The Vice President, Sponsor Analysis will lead the function within the organization which analyzes sponsor organizations. Establish, execute, and maintain a program of processes and procedures which would involve working with various departments within NEF to gather information and analyze the financial and organizational capabilities of NEF's sponsor partners. Make recommendations as to operational and organizational improvements that result from these sponsor assessments.

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ESSENTIAL DUTIES

- Develop and document a systematic approach for analyzing the organizational and financial capacity of NEF's sponsor organizations that develop multi-family affordable housing properties
- Work with NEF management in developing a system which prioritizes the sponsors to analyze over the short and long term
- Work with various departments within NEF, such as Originations, Project Management, Asset Management, and Finance to gather relevant current and historic information about the sponsor organizations, including deal history with NEF, as part of a comprehensive approach to the sponsor assessments
- Perform an analysis of the sponsor organization's financial statements and other relevant financial data, including their schedule of other real estate owned, as part of the sponsor assessment
- Perform an analysis of the sponsor organization's internal resources and capacity, including its back-office reporting functionality and adequacy as well as continuity of key management positions.
- Perform an assessment of the sponsor organization's operating capabilities, technical acumen, and adequacy of its governance structure
- Create a consistent reporting methodology which can be used to compare various sponsors as part of drawing conclusions from the sponsor assessments
- Present findings to a team of NEF internal stakeholders, including recommended next steps and action items as a result of the sponsor assessments.

THE IDEAL CANDIDATE

- Bachelor's degree in a business field, with minimum of five years of real estate experience.
- MBA or relevant graduate degree a plus.

- Experience in auditing an organization's operations and documenting work-flows, audit or internal audit experience a plus.
- Proven ability to create and implement improvements to operational structure and efficiency.
- Proven ability to work cross-functionally with peers in other sectors of the business to achieve a common goal.
- Capacity to lead in an evolving, team-oriented environment.
- Proven ability to convene and lead meetings consisting of various levels of leadership within an organization.
- Self-motivated and driven to achieve outcomes which provide long-term benefits to the organization.

ABOUT NATIONAL EQUITY FUND

National Equity Fund, Inc. (NEF) is a leading non-profit, multi-family, affordable, real estate investment manager with a mission to create and deliver innovative, collaborative financial solutions to expand the creation and preservation of affordable housing. Through its Low-Income Housing Tax Credit (LIHTC) syndication platform and its lending and investing platforms, NEF generates opportunities rooted in its vision that all individuals and families across the country have access to stable, safe, and affordable homes. Since being founded in 1987, NEF has invested over \$24.5 billion, representing 242,500 new or preserved affordable homes for individuals, families, and communities in need across the country. NEF is Chicago-based and has donated more than \$240 million in grants to support its affiliate LISC's nationwide community development work. To learn more about NEF's impact, innovative financial solutions, and opportunities, visit www.nefinc.org.

We offer a competitive salary, along with a comprehensive benefits package.
NEF IS AN EQUAL-OPPORTUNITY EMPLOYER

