

MassDevelopment is accepting applications for the position of Vice President of Investment Banking in the Agency's finance programs department.

Offering a wide range of finance programs and real estate development services, MassDevelopment supports economic growth, development, and investment across all sectors of the Massachusetts economy: public and private; commercial, industrial, and residential; and nonprofit, including healthcare, educational, cultural, and human-service providers. Our staff works in collaboration with developers, businesses, and banks to identify investors and leverage funds to support economic growth.

For more information about MassDevelopment, please visit www.massdevelopment.com.

Reporting to the Senior Vice President of Institutional Finance, the Vice President of Investment Banking will manage tax-exempt bond transactions in the infrastructure, energy and nonprofit sectors.

Core Responsibilities

- Manage tax-exempt bond transactions for the Agency and maintain client relationships.
- For infrastructure programs:
 - Manage infrastructure financing programs, including product development, program implementation, marketing strategies, and transaction execution and closings.
 - Maintain strong familiarity with applicable federal and state program statutes and regulations applicable to infrastructure and governmental finance.
 - Work closely with state and local government officials to identify needs and opportunities to use existing programs and develop new financing approaches.
 - Provide input in developing infrastructure policies and programs.
 - Maintain knowledge of other state programs.
 - Manage relationships with key infrastructure clients.
 - Support regional office efforts with infrastructure finance programs.
- For nonprofit programs, on an as-needed basis:
 - Work on institutional nonprofit bond financing programs, including marketing, client visits, transaction execution, closings and ongoing follow-up.
 - Working with the First Vice President, provide guidance on nonprofit transactions to regional team members and senior management.
 - Maintain comprehensive knowledge of IRS code and private activity bond eligibility standards.
- Extensive business development efforts (separately and in conjunction with agency business development and community development staff) with state/local

government officials, developers, attorneys, underwriters, lenders, and non-profits (as assigned), etc.

- Analyze project and customer's capital structure and project needs, determine financing options, provide advice on financing and refinancing opportunities and make recommendations on bond structure, placement method, and terms.
- Assemble financing team, manage professionals, negotiate transactions, and coordinate process through to closure.
- Review and approve transaction documentation in advance of execution by senior management to ensure consistency with Agency requirements.
- Ensure that internal systems and controls are appropriate and met.
- Represent agency at events, including making presentations.
- Stay current on market trends, bond issuance and products available.
- Maintain database and pipeline to ensure accurate reporting.
- Ensure that internal systems and controls are appropriate and met.
- On an as-needed basis, work on other specialized bond or investment banking programs.
- Other duties as assigned.

Required Qualifications

- Bachelor's degree required, master's preferred, with background in business, finance and/or government finance.
- Minimum seven years of relevant work experience in a functionally related position.
- Strong background in tax-exempt financing, investment banking, commercial lending and/or financial advisory services required.
- Knowledge of infrastructure finance and/or experience working with large-scale real estate development preferred.
- Experience with nonprofit tax-exempt bonds projects preferred. Other capital markets and/or finance experience also preferred.
- Presentation/sales experience required.
- Must be very detailed-oriented and demonstrate strong organizational, leadership, interpersonal and communication skills.
- Driver's license required.
- Proficient in Microsoft Office, Word, Excel, PowerPoint and Outlook.

Submit resume and salary requirements to:

MassDevelopment
Human Resources Department
99 High Street, 11th Floor
Boston, MA 02110
E-Mail: jobs@massdevelopment.com

Posting can close without notice. No phone calls, please.

MassDevelopment is an Equal Opportunity Employer.