



Director of Affordable Housing Finance Job Description

The Raza Development Fund (RDF), a successful, national, investment grade-rated, non-profit, community development financial institution (CDFI), which has invested over \$1.2 billion to strengthen the Latino community over the past 20 years, has created a new position, Director of Affordable Housing Finance, for which the fund is seeking passionate, qualified applicants. The selected candidate will be responsible for establishing and maintaining a trusted national network of affordable housing stakeholders (with a primary focus on California, Arizona, Texas, and Florida), while furthering the fund's mission to *"invest capital and create financial solutions to increase opportunities for Latino and poor families and children"*.

The Director will play an integral role in expanding RDF's capacity to develop and deploy innovative, affordable, and flexible debt and equity products for a diverse cohort of growing non-profit and for-profit affordable housing development organizations; and will serve as a primary point of contact for an assigned investment portfolio and new prospects, representing the fund on originations working directly with clients, vetting investment opportunities, providing technical assistance, structuring transactions, conducting due diligence and financial analyses, drafting credit/investment memoranda, defending recommendations to credit/investment committee(s), and coordinating documentation and closings.

Reporting to the Chief Investment Officer, the Director will collaborate regularly with the fund's industry, impact, and product focused experts to achieve individual, team, and community development investment goals.

To succeed in this role, the Director must:

- (i) have 7 to 10 years of community development and/or affordable housing lending or investing experience;
- (ii) be an effective communicator, who is willing to wear many hats, roll-up their sleeves, and "get the job done" with minimal supervision;
- (iii) be confident, opportunistic, and action-oriented with a solid foundation of multi-family acquisition, development, valuation, management, and disposition principles;
- (iv) be able and willing to serve RDF's clients as a trusted advisor throughout the full-cycle of client relationships and provide high-value, technical assistance services, when necessary;
- (v) be committed to providing exceptional, valued-added, solutions-oriented internal and external client service;
- (vi) strive for continuous improvement, by seeking out and championing innovative ways to streamline RDF's core processes; and
- (vii) adhere to RDF's corporate values, at all times

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