

Role as a Lending Fellow

The Lending Fellow will be a key support in assisting the Lending team with business development, relationship management, loan processing and closing, and loan portfolio monitoring. The Lending Fellow will develop an understanding of project management and lending procedures. The scope of the fellowship will vary depending on the workflow, staffing assignments, and specific goals and objectives of the Fellow.

Working with the Lending team, you will:

- Participate in client and staff meetings.
- Assist the NMTC team in underwriting analysis, closing, and portfolio management.
- Review loan applications and assisting underwriter in completing financial analysis and the preparation of Credit Approval Memorandum.
- Assist in loan processing and closing procedures, including intake, financial and impact analyses of viable applicants, review of pricing structures, drafts of credit approval memos, and interaction with the Credit Committee.

About you

Strong preference will be given to candidates enrolled in a graduate studies program in Business Administration, preferably with a concentration in Community Development or Real Estate Finance. NJCC seeks a candidate who will thrive in an entrepreneurial, team-oriented, and mission-driven environment. The ideal candidate will have a demonstrated interest in the mission and values of NJCC.

The candidate must possess the following qualifications:

- Strong financial and analytical skills.
- Effective communication skills.
- The ability to manage multiple projects at once.
- High motivation, independent thinking, and detail orientation.
- Poise and self-confidence to interact with prospective borrowers.

This is an excellent fellowship opportunity with a lot of flexibility. It will offer great experience and exposure to community development finance while working remotely from home.

About us

New Jersey Community Capital (NJCC), formed in 1987, is a nonprofit community development financial institution (CDFI) certified by the U.S. Treasury Department. Each year, NJCC provides millions of dollars in capital and substantial financial and technical assistance to support the revitalization of underserved communities across the state. These efforts create high-quality housing, early care, education, and employment for thousands of low-income people. In recent years, NJCC has emerged as a national leader in developing innovative strategies to reverse the distress created by the foreclosure crisis and as a state leader in rebuilding New Jersey in the wake of Superstorm Sandy. For more information, visit www.newjerseycommunitycapital.org.