



Position Title: Community Development/
Spanish Speaking
Commercial Lender

FLSA Status: Exempt

Department: Lending

Pay Grade: 6

Supervisor: Senior Lender, Western LP

Location: Grand Rapids MI
metro area

What we do

Come help us build communities, create jobs, and support families! Northern Initiatives (NI) is a non-profit Community Development Financial Institution that provides loans and business services to underserved small business owners and entrepreneurs in Michigan. Since 1992, NI has provided 1,447 loans totaling over \$83 million, and resulting in over 6,600 jobs created and retained. In 2016 Northern Initiatives expanded into the West Michigan market, deploying 75% of its West Michigan loans to People of Color owned businesses. We are one of the nation's most respected lenders – and we're growing! You will make an immediate impact on our team.

How you will contribute

As we continue to grow, Northern Initiatives is looking for someone to focus their talent and energy on helping expand outreach to Latinx community members and business owners. This will be done in partnership with the West Michigan Hispanic Chamber.

The Community Development/Lender assists with community and relationship development for the West Michigan area, focusing on the Latinx population. Taking on an active role in economic development group initiatives, and providing presentations to a variety of interested parties will be a vital part of the job.

While the ideal candidate may be new to commercial lending, the candidate will be trained to act as the customer's advocate, recommending suitable credit products, securing technical assistance where appropriate and providing periodic financial review and feedback. Growth in the lending role will mean responsibility for developing and maintaining a portfolio of new and existing loan customers in the territory, as well as coordinating technical assistance as needed.

This is an exciting opportunity to help small businesses grow!

Duties and Responsibilities

Business Development and Customer consulting

- Make new business development calls and follow up on referrals. This includes attending functions that business owners and referral partners typically attend.
- Develop, maintain and assist with training referral partners and networks.
- Interview and guide loan applicants through the loan application process.
- Respond to inquiries for information as requested by customers and applicants.
- Provide one-on-one counseling to borrowers regarding organizing and operating a small business profitably and as they attempt to improve their business practices.
- Identify opportunities to provide technical assistance to borrowers.



- Refer customers to other Northern Initiatives' staff and contract service providers as appropriate.

Education and Qualifications

- 3-5 years of work experience in Business, Finance, Accounting, Community Organizing, Social Work or the nonprofit sector. Commercial lending experience is not necessary, but would be considered a plus.
- Bachelor's degree is a plus.
- Excellent communication skills (verbal and written) in both Spanish and English.
- Exhibits willingness to work as part of a team.
- Proficiency in varied software packages, as required in daily job performance.
- Excellent interpersonal relationship skills.

NI's compensation package

Salary range for this position is **\$50,000 to \$75,000** annually, based on experience. NI offers a comprehensive benefits package, including medical, dental, vision, life and disability insurance, cybersecurity and emergency medical transport. In addition, NI contributes 6.5% of the employee's annual salary amount into the employee's 403 (b) defined contribution plan, and the employee is immediately vested in the plan. NI also offers paid time off in the form of vacation, sick time, personal time and 11 paid holidays.

Our Goals

- Help small businesses bring growth, innovation, quality jobs, and resilience to communities
- Celebrate diversity, equity and inclusion
- Strengthen partnerships and build new alliances to increase our impact
- Be kind, helpful, and adaptable
- Make our communities great places to live, work, play, visit, and do business

About Us

Over the last 25+ years, NI has loaned \$80 million to more than 1,600 small businesses. Access to our Initiate technical assistance portal is included with each loan and features a suite of practical trainings, tools and resources that matter to every business owner. We provide money and know-how that develop business skills and strengthen the economy.