

LISC LOCAL INITIATIVES SUPPORT CORPORATION

LOCAL INITIATIVES SUPPORT CORPORATION Position Description

POSITION TITLE:	Fund Design Analyst, Strategic Investments
REPORTS TO:	Senior Director, Fund Design & Modeling
JOB CLASSIFICATION:	Full Time/ Exempt
LOCATION:	Washington, DC or Remote (Continental US)

THE ORGANIZATION

What We Do

LISC forges resilient and inclusive communities of opportunity across America – great places to live, work, visit, do business and raise families.

Strategies We Pursue

- Equip talent in underinvested communities with the skills and credentials to compete successfully for quality income and wealth opportunities
- Invest in businesses, housing and other community infrastructure to catalyze economic, health, safety and educational mobility for individuals and communities
- Strengthen existing alliances while building new collaborations to increase our impact on the progress of people and places
- Develop leadership and the capacity of partners to advance our work together
- Drive local, regional, and national policy and system changes that foster broadly shared prosperity and well-being

Over the last 40 years, LISC and its affiliates have invested approximately \$24 billion in businesses, affordable housing, health, educational mobility, community and recreational facilities, public safety, employment and other projects that help to revitalize and stabilize underinvested communities. Headquartered in New York City, LISC's reach spans the country from East coast to West coast in 38 markets with offices extending from Buffalo to San Francisco and in 2,400 rural counties across 49 states and Puerto Rico. Visit us at www.lisc.org.

About Strategic Investments

The LISC Strategic Investments team leads the design, development, and deployment of impact investment funds in LISC's local markets nationwide. Strategic Investments employs an "impact first" investment methodology that optimizes the impact on the communities we care about while achieving sustainable risk-adjusted returns for investors.

The unique power of LISC's local office presence combined with the strength of our national investment expertise is a powerful combination for creating real impact in the communities we serve. This network requires careful coordination between Strategic Investments, the LISC Local Offices, and other stakeholders within LISC. While many groups within the LISC organization support fund management activities, the Strategic Investments team is ultimately responsible for ensuring a successful track record for LISC's off balance sheet fund investments. [Visit us at www.liscstrategicinvestments.org](http://www.liscstrategicinvestments.org)

About This Role

The Strategic Investments team has been organized into functional expertise groups that lead and support the activities necessary to design, raise, deploy, and manage Impact Funds. Those functional groups are listed below:

1. **Fund Design & Modeling** – initial fund concept design and modeling, market testing
2. Fund Development – raising money from investors for the fund
3. Fund Deployment – creating the investment origination strategy and managing the underwriting and investment process

4. Fund Performance & Reporting – managing the performance of existing investments, completing financial & impact reporting, and managing conduit funds

This role will work within the Fund Design & Modeling function. Specifically, this position will focus on the modeling and design elements necessary to create funds that optimize the impact mission, offer reasonable levels of risk adjusted returns to our investors, and provide sufficient fund income to Strategic Investments.

To be successful in this role, the candidate will be a self-starter, problem solver, and a structured thinker. They will have to assemble and assess information (from both desktop research and interviewing domain experts – both internal and external) as well as members of the community facing a significant problem that LISC is working to solve. They should be comfortable making the case for this intervention, and back up the proposal with an informed projection of what investment might do to help solve that problem. In this role, the candidate should be fluent with financial statements, financial modeling, and proficient at running sensitivities and scenario analyses. As part of a team, they will interact with external parties, and as such, they should be an effective communicator. Because Strategic Investments has multiple ongoing projects, some nascent and some mature, you should be a quick learner, highly organized and efficient at time management.

Responsibilities

The following are an indication of the position's core responsibilities; these are intended to illustrate the scope of responsibilities and are not exclusive of other duties that may be required.

- Assist the Senior Director, Fund Modeling & Design in designing and creating accurate, flexible, well-organized debt and equity funds
- Complete market needs assessments and document background research into proposed fund strategies (from an impact lens, capital raising, and product offering / investment perspective)
- Contribute productively to Fund Design discussions with and submissions to internal decision-making bodies, internal and external legal counsel, potential investors, and potential customers
- Coordinate with the Fund Development group regarding fund changes requested by investors and with the Fund Deployment team with respect to product offerings and guidelines
- Provide modeling stress tests that give investors comfort regarding the resilience of the fund structure and model
- Proactively create fund design solutions that solve modeling and design challenges; interpret and verify the accuracy of models received from partners
- Present model outputs and sensitivities to investors together with the Fund Development team
- Update models, presentations, and investment memoranda periodically as investments are made and money is raised
- Perform all other duties as assigned

Qualifications

- Bachelor's degree from an accredited college or university is required.
- Minimum three (3) years finance experience, preferably in banking, finance or community development.
- Minimum two (2) years' experience in financial modeling preferably fund modeling.
- Experience with affordable housing required.
- Experience with residential and/or commercial real estate investments strongly preferred.
- Working knowledge of small business finance and/or operations.
- Proficiency in Microsoft Office Suite, expert in Microsoft Excel ((experience with VLOOKUPS, HLOOKUPS)
- Strong communication, analytical, decision-making, time management, organizational, follow-up and relationship management skills
- Self-starter, ability to work independently as well as collaboratively

LISC offers a competitive salary and excellent fringe benefits. This position is expected to travel less than once per month, up to 15% annually.

To apply, please send a cover letter and resume via email to: strategicinvestments@lisc.org. Please be certain to include the title of the position for which you are applying and your name in both the subject of your email.

**LISC IS AN EQUAL OPPORTUNITY EMPLOYER
COMMITTED TO DIVERSITY, EQUITY, INCLUSION AND JUSTICE**