

Jefferson Cook Associates, Ltd.

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MOLLIE NEWSOME SUDHOFF, President

CRA - Community Development Manager

SUMMARY: This position is perfect for compliance professionals with CRA or Community Development experience and a desire to apply these skills at a major institution in South Florida. Our Client is a multi-billion dollar institution in South Florida. The Bank has numerous offices in the Florida area and has loan production offices in various locations outside of Florida. The successful candidate will have at least 5 years experience in banking or a related field and will be a self starter. Responsibilities of this job will be for administering and managing the Community Reinvestment Act (CRA) program to ascertain how the Bank is responding to the credit needs of low and moderate members of the Bank's lending area by performing the following duties:

General Job Description:

- Responsible for identifying and developing low-and moderate income lending programs. These activities are to be within the service area of a major financial institution. The objectives include increasing loan production volume and providing affordable housing to customers while meeting the CRA legal and regulatory requirements for the institution.
- Liaison with CRA regulators and Affordable Housing Programs
- Establishes and maintains positive relationships with designated officials responsible for community lending activity
- Reviews program performance, and works with public officials to refine programs to optimize effectiveness
- Evaluates and/or develops turn-key programs for single family and selected multifamily residences
- Works with government agencies and communities to structure CRA lending programs, incorporating criteria that is beneficial to both parties
- Provides training on CRA lending programs. Assists Regional Lending Managers in development and execution of marketing plans in low to moderate lending deficient areas
- Maintains current knowledge of all regulatory changes, (FRB, OTS, FNMA, Freddie Mac, HUD, etc) and other changes that may impact the Bank's ability to implement programs

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EDUCATION and/or EXPERIENCE: Bachelor's degree or equivalent from four year college or technical school; and four years related experience and/or training; or equivalent combination of education and experience. CRCM or other applicable certification desirable.

Candidate must be a self starter, with a sense of urgency and professionalism. Must have the ability to relate to people at all levels of the internal organization and with community leaders and regulators. Must exude a confident demeanor while working collaboratively with internal and external managers and stakeholders. Travel may be required; Computer literacy in word processing is required. Must be able to use Microsoft Word, Excel, and Outlook. This position reports to the Compliance Director who has a reporting relationship to the Board of Directors of the organization.

*Please contact Mollie Sudhoff, President, Jefferson Cook Associates, Ltd.
to discuss further information or to submit resume.*

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