

Chief Investment Officer

New Jersey Community Capital

Email resume and inquiries
in confidence to: PRM Consulting Group

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ROLE: Senior Executive Level | FLSA Status - Exempt

REPORTS TO: President & Chief Executive Officer

OVERVIEW:

The Chief Investment Officer will collaboratively lead an investment team dedicated to making private investments for New Jersey Community Capital's Strategic Investment Group (SIG) and driving its integrated investment process (including establishing external partnerships to raise capital and drive deal flow), will drive strategic planning and tactical implementation for SIG's investment portfolio, partner closely with NJCC's Lending and Finance teams on impact framework and research, work with specialist asset class teams across the NJCC's platform on investments relevant to SIG, represent the firm in public forums, and support the firm's broader efforts across the impact investing, sustainability, and community development finance.

RESPONSIBILITIES:

- Effectively source, conduct due diligence, negotiate, execute, and monitor investments and drive investment process
- Drive deal teams through the cross-functional underwriting process, working closely with other NJCC Strategic investment teams as well as external partners
- Have and continue to build expansive network for deal sourcing within the remit of NJCC
- Develop in-depth understanding of underlying companies / assets and sectors associated with potential investment opportunities; develop themes for SIG fund deployment
- Serve on the investment committee and execute fiduciary oversight for the fund
- Lead and collaboratively work with other members of the SIG team and broader NJCC team while overseeing all aspects of the investment process
- Work effectively with counterparts at target companies throughout an investment lifecycle
- As required, represent SIG to existing and prospect investors at meetings and conferences
- Manage and mentor team members and champion staff collaboration across NJCC
- Work with NJCC's President and CEO to grow capital for property acquisition and operating funds from a variety of sources including foundations, investors and grantors, community development non-profits and CDCs, and government entities
- Develop and establish effective relationships with lenders, funders, and servicers; lead the acquisition of REO properties and/or defaulted mortgages
- Negotiate the acquisition and ultimate transfer or sale of REO properties and/or mortgages from lenders and servicers
- Work with NJCC's Chief Financial Officer to assure that investor/funder reports are accurate and timely
- Lead, manage and develop a team of over 25 staff

QUALIFICATIONS:

- Bachelor's degree required; MBA or advanced degree preferred.
- Ten or more years of senior management experience in investment management, investment banking, and/or real estate with a community development emphasis. Social impact investment and nonprofit experience a plus.
- Skill in establishing and growing an investment management and/or real estate business including planning, budgeting, staffing, and executing.
- COVID-19 Vaccine Required: As of the first day of employment, you must be able to demonstrate proof that you are fully vaccinated (as defined by the CDC) against COVID-19, unless you are granted a medical or religious exemption in accordance with company policy.
- Hybrid work schedule available through early fall 2022; fully office based working arrangement beginning October 2022.

COMPETENCIES

- Integrity, intellect and energy.
- Demonstrated ability to build a team and work collaboratively
- Strong quantitative analysis and financial modeling/model review skills
- Entrepreneurial spirit; creative and innovative thinker
- Strong communications skills both verbal and written; public speaking experience desired
- Skill and successful track record as an investor in private markets in the U.S. (e.g., Private Equity, Private Credit, Real Estate, Infrastructure, etc.). Robust investment acumen and deep expertise in certain private market asset classes. Knowledge and experience across multiple private market asset classes and sectors preferred
- Experience in sourcing, executing, and managing private investments
- Demonstrated ability to fundraise and manage client relationships, fiduciary mindset
- Robust analytical skills and experience managing risk in a portfolio
- Has a strong sense of purpose around SIG's impact objectives. Experience investing in / with the communities relevant to SIG is a plus
- Strong presentation as well as strong oral / written communications skills
- Results driven with a high level of attention to detail and ability to multi-task

WORK ENVIRONMENT:

This job operates in a professional office setting with moderate noise and many unscheduled interruptions. Sitting for long periods of time is typical in this position, but brief periods of walking and standing may occur. This role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets, and fax machines.

PHYSICAL DEMANDS:

This is largely a sedentary role, but some filing is required, which requires the ability to lift files, open filing cabinets, bend, and stand as necessary.

TRAVEL REQUIREMENTS:

This position requires some travel to construction sites.

NJCC is fully committed to equal employment opportunity, maximum utilization of all employees, and employment advancement regardless of race, color, creed, religion, sex, age, sexual orientation, national origin, disability, veteran status, or any other characteristic protected by state, federal or local law. Discrimination of any type is not tolerated.