

Vice President, Financial Analysis

NATIONAL EQUITY FUND, INC. is a leading non-profit syndicator of Low-Income Housing Tax Credits (LIHTC) with a mission to create and deliver innovative, collaborative financial solutions to expand the creation and preservation of affordable housing. We strive to be a diverse, equitable, and inclusive place to work so that our team has the experience and knowledge to effectively support our partners and communities.

OVERVIEW

The Vice President, Financial Analysis will assist the Senior Vice President (SVP), Financial Analysis in all facets of NEF's year-end project reporting process, which involves managing a team that collects and analyzes all project level tax returns and audits. Also responsible for managing a team that performs financial analysis of annual quarterly project financial statements in support of the asset management department. Will work very closely with Fund Accounting and Asset Management in performing these functions.

APPLY NOW

ESSENTIAL DUTIES

- Lead and mentor a team of financial analysts and temporary staff responsible for all aspects of year-end reporting including collection and analysis of all project level tax returns, audits, and related documentation in a manner that meets all required deadlines
- Supervise the asset management rotational staff responsible for all aspects of year-end reporting to ensure deadlines are met; provide training to staff on the project-level audit and tax return review; provide guidance and respond to questions in a timely manner
- Maintain regular communication with the SVP - Financial Analysis to discuss delays, challenges, or other issues related to year-end reporting and assigned projects.
- Oversee the Financial Analysis Managers' completion of quarterly project level analysis for the asset management team in a manner that reduces preparation time for asset management, provides initial insight into project level operations, and acts as a supporting function for the asset management team.
- Foster strong, professional relationships with project-level sponsors and CPAs through clear, consistent communication to support the timely completion of year-end reporting obligations
- Assist the SVP, Financial Analysis in identifying projects with special reporting requirements, such as audit waivers, mini-audits, cost certification delays or estimate model preparation; oversee the Financial Analysis Manager's collection and review of said documents working closely with the Fund auditors and tax preparers to address delays and/or issues



- Perform extensive ad hoc reporting in Excel, synthesizing data from various sources to meet internal and external reporting needs; continuously develop skills in Excel, PowerBI and other relevant software applications to enhance individual and departmental performance.
- Demonstrate leadership in managing, mentoring, training and motivating staff and seasonal temps. Provide feedback and delegate responsibilities effectively to foster individual growth and understanding of the affordable housing industry and to increase department efficiency
- Other duties as assigned

THE IDEAL CANDIDATE

- Bachelor's degree in accounting, with a minimum of 6 years public accounting experience and a minimum of 3 years of real estate or affordable housing experience, tax experience preferred.
- CPA designation preferred, MBA a plus.
- Proven successful management/supervisory skills, with a minimum of 3-4 years management experience of at least 5 individuals.
- Experience in making and implementing strategic management decisions; extensive experience working with upper management.
- Proven ability to create and implement improvements to operational structure and efficiency.
- Excellent communication skills and the ability to effectively supervise, train and mentor staff.
- Proficiency in working with sophisticated Excel spreadsheets and PowerBI reports.
- Self-motivated with ability to prioritize projects, take necessary steps to meet competing deadlines and determine which issues necessitate further involvement of upper management.
- Ability to establish and maintain effective working relationships with supervisors, co-workers, and outside business professionals.
- Capacity to work in a fast-paced, evolving, team-oriented environment

ABOUT NATIONAL EQUITY FUND

National Equity Fund, Inc. (NEF) is a leading non-profit, multi-family, affordable, real estate investment manager with a mission to create and deliver innovative, collaborative financial solutions to expand the creation and preservation of affordable housing. Through its Low-Income Housing Tax Credit (LIHTC) syndication platform and its lending and investing platforms, NEF generates opportunities rooted in its vision that all individuals and families across the country have access to stable, safe, and affordable homes. Since being founded in 1987, NEF has invested over \$24.5 billion, representing 242,500 new or preserved affordable homes for individuals, families, and communities in need across the country. NEF is Chicago-based and has donated more than \$240 million in grants to support its affiliate LISC's nationwide community development work. To learn more about NEF's impact, innovative financial solutions, and opportunities, visit www.nefinc.org.



We offer a competitive salary, along with a comprehensive benefits package.
NEF IS AN EQUAL-OPPORTUNITY EMPLOYER

