

Managing Director of Asset Management – West Region

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.

OVERVIEW

The Managing Director of Asset Management (West Region) leads a regional team of professionals responsible for the functional operations of NEF's portfolio of lower-tier investments in the West Region and serves as a member of the Senior Asset Management team. The Managing Director is responsible for the delivery of high-quality asset management across the West Region, ensuring consistency, accountability, and adherence to organizational standards. The Managing Director provides leadership and oversight to staff that may include Directors, Senior Asset Managers, Asset and Compliance Managers, Associate Asset Managers, and Asset Analysts.

APPLY NOW

ESSENTIAL DUTIES

- Works closely with SVP, Asset Management to assure consistent application of sound business practices and high standards of quality across the entire NEF real estate investment portfolio and to create and maintain management audit trails in pursuit of these goals.
- Lead and manage the performance of the West Region asset management team, establishing clear expectations, driving accountability, and providing ongoing coaching and support
- Maintain oversight of the West Region portfolio, ensuring high-quality asset management practices, proactive identification of risks, and effective execution of strategies across investments
- Prepare, directly or through staff, accurate and timely summary reports and analytical products which evaluate the condition of the investment portfolio, as may be routinely required or specially requested by the SVP, Asset Management.
- Serve as a market expert, contributing insight during the underwriting of proposed investment acquisitions through evaluation of CDC/General Partner performance and capacity.
- Ensure measures are in place to provide early identification and diagnosis of problems with investment properties. Development and execution of action plans aimed at resolution of such problems.
- Maintain a working relationship with the MD Acquisitions/Regional Manager in responding to underwriting, market and sponsor issues.
- Assist the SVP, Asset Management with other assignments on an as-needed basis.



THE IDEAL CANDIDATE

- Bachelor's degree in business administration or related field; or bachelor's degree in any area supplemented by substantial additional academic training in business administration or related field; or substantial practical experience which may be substituted for either of the above. MBA preferred.
- A minimum of eight years' progressively responsible experience in the management of real estate investment portfolios; real estate development, underwriting and finance; and/or real estate asset management/property management.
- Experience in and knowledge of affordable housing development and management programs, especially the Low-Income Housing Tax Credit program.
- Proven experience leading large, geographically distributed teams operating in remote, hybrid, and in-office settings
- Exceptional interpersonal and communication skills, with a focus on fostering engagement, motivating performance, and providing consistent support across a diverse team
- Prior experience or work with non-profit community development corporations is a plus, although not required.
- Strong analytical and forecasting skills. Knowledge of accounting principles and ability to interpret financial statements. Some knowledge of statistics.
- Demonstrated strong skills in Microsoft Office applications, including Word, Excel, and Teams
- Excellent communication and presentation skills, both verbal and written, with the ability to effectively engage in conflict resolution
- Familiar with database designs, terminology, and concept with experience extracting information and performing research from same.

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 increased access to affordable housing empowers every individual and family to reach their full potential. Since being founded in 1987, NEF has invested nearly \$30 billion, representing approximately 275,000 new or preserved affordable homes for individuals, families, and communities in need across the country. NEF is Chicago-based and has donated more than \$280 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

