



Director of Dispositions

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 Director of Dispositions will be a team member of Asset Resolution, collaborating with the Vice President of Dispositions in executing successful year 15 disposition strategies by planning, marketing, and negotiating with developers and other interested parties. All strategies must meet compliance standards of NEF's policies and those provided in various fund offerings. This position may be located in any NEF office but is open to a home office for the right candidate.

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ESSENTIAL DUTIES

- Coordinating with NEF Asset Management and Acquisitions Departments, establish and maintain a primary business relationship between NEF and the project Sponsor for assigned projects that are approaching the expiration of the initial compliance period.
- Coordinating with NEF Asset Management and Credit, monitor and manage early disposition requests. Evaluate and determine requests that meet NEF and the Funds disposition goals, negotiate sale terms where applicable, and manage closing.
- Perform in-depth review and summary of partnership agreements, appraisals, loan documents, market information, and other pertinent documentation, and recommend disposition outcomes.
- Effectively negotiate exit terms with project Sponsor to meet NEF disposition policies, requirements and goals in various investor Fund offerings.
- Respond to investor inquiries and participate in investor due diligence meetings as required.
- Coordinate the disposition transaction with internal staff and external stakeholders to ensure a timely process.
- Prepare and present disposition memos for approval by NEF Senior Staff, NEF Board, or Investor(s).
- Assist in establishing the necessary systems to meet the deadlines associated with targeted dispositions and Fund dissolution goals.
- Assist the Managing Director of Asset Resolution and Vice President of dispositions with other assignments on an as-needed basis.

THE IDEAL CANDIDATE

- Bachelor's degree in accounting, business, or finance. Master's degree preferred.

- Minimum 7 years of responsible experience in LIHTC multi-family real estate investment analysis, underwriting, brokerage, appraisal or finance. Experience in or strong knowledge of LIHTC dispositions is required. Experience in real estate-based loan development or workout experience a plus.
- Excellent dialog and negotiation skills working within a multi-functional environment. Comfortable and successfully interacting in the public forum.
- Diverse and adaptable – Comfortable working in a fast-paced, multi-task environment. Must be willing to tolerate ambiguity and risk.
- Creative problem solver – Individual demonstrating the ability to quickly grasp the business issues of a situation and develop the best solution and find creative ways to solve complex issues among demanding parties.
- Knowledge of or experience with non-profit community development corporations.
- Strong presentation skills – An outstanding communicator, both written and verbal. Someone who can deliver concise, logical written documents and who also demonstrates the presence to communicate effectively.
- Relationship builder – Individual has strong relationship building and networking skills that is comfortable managing company and customer expectations.
- Strong collaborator across functions and regions of internal and external audiences. Understanding of what drives successful relationships.
- Must be extremely well organized and detail oriented with ability to deliver the right message at the right time. Self-starter, highly motivated and energetic.
- Capacity to assess significance of non-compliance for potential risk to credit realization.
- Strong computer skills, particularly in spreadsheet modeling.
- Travel as needed.

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

