



## **Summary**

DC Green Bank seeks a Green Buildings Program Manager, with experience in commercial banking, to help continue to build this cutting-edge, mission-driven organization. The Program Manager will work with the Chief Investment Officer (CIO) to strategize, implement, and maintain the Green Buildings program initiatives, engage with industry stakeholders, and develop and execute new business. The Program Manager will focus on implementing DC Green Bank products with property owners and developers in the market, while also identifying new structures for green buildings financing. The successful candidate will have robust financial institution and commercial banking experience, and the proven ability to lead transaction execution. As a core member of the Investment team, the Program Manager will play an important role in determining the strategic direction of this growing, high-impact organization.

## **Responsibilities**

- Develop new business, structure deals, and execute financing transactions with property owners and developers in the market, leading deals through the loan life cycle (structuring, origination, underwriting and due diligence, closing and asset management)
- Serve as primary accountable party for the entire BEPS loan portfolio
- Manage funds allocated for multifamily affordable housing buildings that are not meeting BEPS requirements (e.g., the Affordable Housing Retrofit Accelerator)
- Engage frequently with property owners, developers, District agencies, and other industry stakeholders
- Work closely with all stakeholders to plan and develop scope, deliverables, required resources, work plan, budget, and timing for new initiatives
- Manage program and project teams for optimal return-on-investment, and coordinate and delegate cross-project initiatives
- Work with peers to identify risks and opportunities across multiple projects within the department
- Address escalations, resolve issues, and take corrective actions if required across departments and levels
- Stay abreast of sustainability trends, financing products, and legislation that directly affects DC Green Bank, our stakeholders, and constituents; keep clients and client pipeline apprised of current trends and organizational happenings.
- Uphold and regularly enact DC Green Bank's commitment to sustainability, diversity, equity, and inclusion.

## **The Ideal Candidate**

The ideal candidate has experience in commercial banking and real estate finance (with specific experience in affordable housing finance); experience in the District is very valuable. You are the ideal candidate if:

- You are an acute business development leader with a demonstrated ability to source, lead, and close deals.
- You are well versed in various building sustainability certifications (e.g. LEED, PHIUS, EnergyStar)
- You have experience in managing a loan portfolio including business development, loan origination, loan processing, and asset management
- You are committed to engaging and partnering with stakeholders, especially in underserved communities
- You are committed to tackling climate change issues at a local level for global impact
- You are committed to inclusive prosperity, creating environments and programs, and providing resources to historically excluded groups
- You will strive to bring an entrepreneurial and creative spirit to DC Green Bank

DC Green Bank is committed to reaching multiple constituents in the District. Candidates who are fluent or proficient in speaking multiple languages are desirable.

Ultimately, we are looking for the right person with the right set of skills to fill the position. There is no perfect candidate. Highlight the best parts of your experience that align with the job description as all positions at DC Green Bank are encouraged to learn and grow to make this the best place to work.

## **Minimum Qualifications**

- Experience in the financial services and commercial banking industry, specifically in affordable housing finance; experience in the DC area preferable
- 4-year degree in business administration or a related field; Masters preferred
- 3+ years in a team leadership role (preference given to those with program management experience)
- Exceptional leadership, time management, facilitation, and organizational skills, including advanced project/program management techniques and methods; PMP Certification preferred
- Experience in loan portfolio management and a proven ability to lead significant loan origination and transaction execution with a small finance team
- Demonstrated written and verbal communication skills
- Self-starter with the ability to work independently and willingness to ask questions to clarify assignments

- Commitment to the mission of DC Green Bank

### **Position Details**

Status: Full-time

Location: Remote until further notice, during the COVID-19 pandemic; Post-remote work, the required location will be Washington, DC

Salary and Benefits commensurate with experience

### **To Apply**

Interested applicants should submit (1) a detailed cover letter expressing their interest and fit for the position, and (2) a CV/resume clearly outlining experience, abilities, and qualifications satisfying the needs of the organization. Applications will be accepted until the position is filled.

[APPLY NOW](#)

### **About DC Green Bank**

The mission of DC Green Bank, an independent agency, established by the Green Finance Authority Establishment Act of 2018, is to:

- Attract public and private capital by leveraging our locally funded capital base to help turn the tide on the pandemic and rebuild a stronger and more equitable economy;
- Use financial tools to increase capacity, accelerate lending, and recapitalize funds to support the Bank's mission;
- Become a go-to resource for District residents, small business owners, and commercial developers interested in energy efficiency improvements, clean energy installations, and construction of green infrastructure; and
- Be a breakeven entity, where the revenues earned from financing activity cover its operating costs over the long-term.

In the green buildings space, DC Green Bank is working with District agencies to support energy efficiency and green retrofits and renovations in affordable housing buildings that are not currently meeting the District's 2021 Building Energy Performance Standards (BEPS).