



# BRIDGEWAY CAPITAL

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ERIE  
1001 State Street  
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Erie, PA 16501  
T 814.580.9284  
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UNIONTOWN  
30 E. Main Street  
Suite 200 E  
Uniontown, PA 15401  
T 412.912.9928  
F 412.201.2451

**Director – Erie Office  
Bridgeway Capital  
Erie, PA**

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## ABOUT BRIDGEWAY CAPITAL

Bridgeway Capital is a social impact investor that focuses on equitable economic growth in underserved areas by providing impact-driven lending and programs to grow businesses and revitalize places. A nonprofit alternative to banks, Bridgeway lends to small businesses, nonprofits, and real estate projects that have a positive community impact. More than a lender, Bridgeway is a partner for business growth that prepares entrepreneurs to be capital ready and builds their capacity through business assistance programs. Bridgeway is a nonprofit and Community Development Financial Institution (CDFI) certified by the U.S. Treasury Department. For more information, visit [www.bridgewaycapital.org](http://www.bridgewaycapital.org).

## JOB SUMMARY

Bridgeway Capital seeks a Director for the Erie marketplace to originate small business and commercial real estate loans while developing and maintaining relationships with lending partners. Since establishing Bridgeway Capital's Erie Office in 2012, the organization has invested over \$13 million in greater Erie and more than \$21 million in northwestern Pennsylvania.

The Director will develop leads from banks, other referral sources, existing client base, and other prospecting efforts. The Director will prequalify borrowers for loans of any size by analyzing prospective borrowers' financial information. The Director will be responsible for determining if the business is financially sound, viable, and meets the mission of Bridgeway Capital. They will be responsible for maintaining and servicing the loan portfolio.

## JOB KNOWLEDGE, SKILLS, AND ABILITIES

***ALL KNOWLEDGE, SKILLS, AND ABILITIES ARE REQUIRED UNLESS NOTED AS "PREFERRED"***

- Minimum of 5 years' experience working with and lending to small business clients.
- Proven business development and relationship-building skills.
- Proven record of accomplishment of financial sales performance.
- Previous experience with credit risk analysis and loan underwriting skills.
- Strong verbal and written communication and presentation skills.
- Capacity to work independently and motivation to achieve goals with minimal supervision.
- Ability to participate productively as part of a team.
- College degree in finance, accounting, business, or related field.
- Commitment to the work of nonprofit organizations and positively impacting the community.

## COMPENSATION

Competitive salary based on experience. Comprehensive benefits package includes health, dental, vision, life, and disability insurance, a retirement plan, and flexible spending accounts. Bridgeway Capital is an Equal Opportunity Employer.

## APPLY

Interested candidates should contact Shawn Thomas, Lending Team Leader, (412) 201-2450 x121: E-mail: [stomas@bridgewaycapital.org](mailto:stomas@bridgewaycapital.org).

## BRIDGEWAYCAPITAL.ORG

Equal Opportunity Lender, Provider, and Employer | TTY/TDD 800.654.5984



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## **JOB SPECIFICATIONS & AMERICANS WITH DISABILITY SPECIFICATIONS**

This position is performed at Bridgeway's various office locations and across Bridgeway's markets. Commuting and attendance at meetings with prospects, clients, colleagues, and community events will be required, and candidates are expected to have access to consistent personal transportation. Driver's license and personal vehicle are preferred.

This position has both in-office and remote hours. The person in this position needs to regularly sit, utilize manual dexterity and repetitive finger motion, speak, hear and see with close vision. Individuals must occasionally lift up to twenty-five pounds, push or pull, reach or stretch, and utilize distance vision, color discrimination, peripheral vision, depth perception, and focusing ability. This position is primarily performed in an office environment with occasional exposure to outdoor weather conditions.

The position may include additional responsibilities not listed in the job description. The job posting is not intended to create nor be construed as an express or implied contract of employment. Bridgeway Capital reserves the right to interpret, amend, or terminate any job description, plan, policy, program, procedure, practice, or benefit at any time at its sole discretion.

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