



BRIDGEWAY CAPITAL

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**Chief Impact Investment Officer
Bridgeway Capital
Pittsburgh, PA**

ABOUT BRIDGEWAY CAPITAL

Bridgeway Capital is a social impact lender 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.

JOB SUMMARY

Reporting to the CEO, the Chief Impact Investment Officer (CIIO) bears responsibility for the performance and growth of Bridgeway Capital's \$80 million portfolio of active loans. The CIIO oversees Bridgeway Capital's comprehensive loan portfolio management, which includes origination, underwriting, closing, and managing both performing and troubled loans. This key leadership role directs all lending and credit risk management operations and ensures they align with Bridgeway's strategic objectives and its commitment to impactful community and economic development.

KEY RESPONSIBILITIES

Impact Investments Management

- Lead a large and diverse team of lenders, underwriters, closers, and portfolio management specialists to achieve both annual and 5-year deployment and portfolio performance goals.
- Provide leadership, supervision, mentorship, and training opportunities to individual staff members and the team and do so by demonstrating effective delegation skills.
- Direct the management of the entire lifecycle of loans from origination, underwriting, and closing through to portfolio management, ensuring operational efficiency and compliance with internal standards and regulatory requirements.
- Develop strategic lending plans that align with Bridgeway's mission, managing risk across the entire loan portfolio and maintaining financial health.
- Refine and uphold loan policies and procedures to meet best industry practices and regulatory standards.
- Create detailed loan product descriptions, defining borrower profiles, loan sizes, terms, and uses.
- Develop and maintain comprehensive pre-qualification criteria and documentation requirements for loan applicants, ensuring clarity and efficiency in borrower communications.

Portfolio Management

- Direct periodic reviews of the loan portfolio to evaluate performance, adherence to credit policy, and identification of potential risks.
- Formulate and execute resolution strategies for troubled loans to minimize losses, including restructuring and recovery efforts.
- Use data to draw valuable insights regarding distinct loan product performance and ensure data is used to update loan product characteristics as needed.

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Executive Leadership

- Lead continuous improvement efforts for Bridgeway's lending activities as the organization continues to evolve and grow.
- Regularly update the board of directors and executive team on the loan portfolio's performance and strategic direction.
- Act as a public ambassador for Bridgeway Capital, enhancing our profile and establishing strategic relationships within the community and industry.
- Work closely with the CEO and other executives to integrate lending operations with broader organizational objectives, particularly in areas such as technical assistance for borrowers and community engagement.
- Represent Bridgeway Capital in community outreach, advisory boards, and public relations activities to foster impactful relationships with funders, potential borrowers, and other stakeholders.

QUALIFICATIONS

- Proven expertise in managing commercial loan portfolios in a financial services environment, preferably within the CDFI sector.
- Strategic mindset able to anticipate and prepare for various outcomes and eventualities; inclined to think strategically, often anticipating opportunities and obstacles before they arise.
- Strong leadership skills with extensive experience leading large, diverse teams across various job functions and across multiple locations, demonstrating an ability to foster a collaborative and inclusive work environment.
- Strong leadership skills with a demonstrated track record in strategic loan portfolio management
- Extensive knowledge of loan structuring, credit analysis, loan underwriting, and CDFI industry standards and best practices; knowledge of tax-incentive financing programs (e.g., New Markets Tax Credits, Low-Income Housing Tax Credits) a plus.
- Excellent communication and interpersonal skills, capable of effectively engaging with diverse audiences.
- Deep commitment to the principles of community development and financial inclusion.

WHAT WE OFFER

- A strategic executive leadership role in a mission-driven organization focused on community financial empowerment.
- An opportunity to make a substantial, positive impact on underserved communities.
- A collaborative, supportive work environment.
- Competitive compensation, including a comprehensive benefits package. Benefits include but are not limited to 401(k) with match, paid time off, medical and dental insurance, and parental leave.

APPLY

Interested candidates should submit the following application materials to careers@bridgewaycapital.org. Please put "CIIO" in the email subject line. 1) Resume 2) Cover letter that explains why the candidate is interested in working at Bridgeway Capital and outlines how the candidate's skills and experience meet the qualifications for this position. 3) Two or three professional references. (Candidates will be alerted before references are contacted.) Finalist candidates may be asked to submit additional materials.

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Applications received prior to June 21, 2024 will be given the highest priority.

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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