



LENDING PROGRAMS MANAGER

The [Maryland Clean Energy Center](#) (MCEC) is seeking qualified candidates to fill the position of Lending Programs Manager to work among a team of talented, passionate individuals with shared focus on achieving the mission of this statewide green bank.

MCEC operates as quasi-governmental entity with a mission to increase the deployment of products, services and technologies to advance clean energy as well as mitigating and adapting to the impacts of climate change. MCEC coordinates outreach and education, supports climate tech commercialization, facilitates access to capital through leveraged and direct investment, and operates financing programs targeted to serve various consumer audiences.

MCEC is seeking an experienced and highly motivated individual to be a senior member of the finance team with responsibilities that include leading its innovative and results-oriented lending programs as Lending Programs Manager. The selected individual will support current program management and development of new programs for all identified sectors to deploy projects that deliver quantifiable climate-related benefits. Program development activities include identifying and engaging stakeholders, especially in vulnerable communities, originating projects, and providing access to affordable capital through implementation of direct and indirect lending constructs related to specific financing transactions.

The Lending Programs Manager will actively participate in MCEC investment processes, including: conducting extensive industry research to identify high-potential investment opportunities, transaction origination, financial modeling and valuation analysis, reviewing, evaluating, performing due diligence with respect to, underwriting, assessing risk and mitigants, structuring, negotiating, documenting, executing and monitoring programs and transactions.

ESSENTIAL FUNCTIONS

This position will report to the Chief Investment Officer, to provide support for financing transactions and analysis, including, but not limited to the following:

- Oversee operations, implementation of enhancements, and performance outcomes for existing lending programs in the MCEC portfolio; including the Clean Energy Advantage residential loan program and the MDPACE commercial property assessed lending program
- Work with the investment team and Executive Director to build new lending programs; particularly with a focus on residential solar project financing, electrification, and clean transportation measures
- Support the Chief Investment Officer to develop and implement strategies to attract and secure private capital for financing projects and programs, especially in vulnerable communities, including providing input on investment transaction structure
- Manage the selection of consultants, where necessary, to support the program in areas where the organization does not have specific in-house expertise
- Work with the marketing team to develop and implement messaging and strategies for customer and community engagement to expand project financing pipelines
- Consolidate existing project pipelines and create a screening tool for the prioritization of pipeline, while working to take advantage of programmatic synergies in order to support associated public policies and targets
- Pursue philanthropic, state, and federal grant funding and assist with preparation of related applications, as well as compliance and management of funds awarded
- Ensure all operational (i.e., staff and policies) and organizational (i.e., contracting and reporting) requirements are being implemented and carried out, including overseeing requests for qualifications for consultants to provide technical, legal, financial, and other assistance which may include participating in solicitations, review of proposals, and awards for contractual services
- Contribute to and lead the development of strategic plan for the finance division including defining key performance indicators

- Effectively plan and manage budgets and human resources related to programs and projects, including managing contractors
- Account and track debt payments and defaults, working with the Controller to ensure timely billing and receipt occurs
- Prepare reports and presentations that assist in the investment decision-making process, including credit and investment memoranda and Board of Directors meeting materials
- Represent the organization to the public in speaking engagements, as requested
- Perform other responsibilities, as needed

EDUCATION & EXPERIENCE

The ideal candidate should have the following skills and/or experience:

- Bachelor's degree required
- Master's degree in business, finance, economics, or a related degree is a plus
- At least 10 years of demonstrated transaction experience in project, structured or leveraged finance in commercial or investment banking, portfolio management, private equity, equity research, consulting, or similar environment; previous experience in financing energy specific projects is a plus
- Must be hands-on manager, highly organized and a "closer"
- Possess an understanding of transaction and client management, regulatory requirements, business due diligence, transaction documentation, and portfolio management
- Knowledge and proven track record of structuring transactions across a variety of capital structures, preferably with an emphasis on credit products
- Demonstrated ability to manage multiple projects, provide complicated financial, commercial and credit analyses, and develop appropriate financial solutions
- Management experience in establishing, building and growing organizations – including both externally and internally-focused activities
- Proactive and flexible in identifying areas of organizational opportunity/development and introducing/implementing initiatives to capitalize thereon
- Strong analytical and problem-solving skills
- Ability to oversee the conduct of extensive financial and industry due diligence to evaluate the risk/return parameters of a project, identify and conduct relevant sensitivity analyses
- Entrepreneurial experience starting up new programs or initiatives, including demonstrated experience originating and completing transactions
- Passion for advancing the field of sustainable finance by developing innovative funding and financing models
- Ability to work with and connect external stakeholders, especially in vulnerable communities, including strong facilitation, negotiation, and coordination skills
- Ability to work in a team environment as a lead contributor, manager, and facilitator
- Considerable experience in program and project origination and management
- Considerable ability to develop programs, manage stakeholder processes toward results, and interpret relevant policy impacts
- Use initiative to learn on new sectors such as land conservation, agriculture, stormwater, electrification, to realize revenues from carbon offsets and ecosystem services
- Demonstrated knowledge and understanding of environmental issues and how they connect with racialized identity, vulnerability, and resilience and mitigation
- Business development and ability to market the benefits of MCEC programs and financing products to potential customers
- Expertise in scalable models for financing environmental financial programs (e.g., environmental impact bonds, pay for success, buy-protect-sell)
- Considerable interpersonal skills, as well as oral and written communications and presentation skills

KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of terms and best practices in green bank lending practiced for consumers and small business owners/ operators
- Knowledge of energy supply including generation, transmission and distribution, as well as renewable energy technologies and energy efficiency is desirable
- Must possess strong supervisory skills
- Ability to communicate effectively, orally and in writing with the ability to follow oral and written instructions
- Ability to work independently, maintain organized filing system, and demonstrate attention to detail
- Proficiency in the organization and prioritization of assignments with ability to meet deadlines
- Excellent writing, editing and proof-reading skills
- Proficient in the use of Microsoft Office suite including Excel, Outlook, and Access
- Computer proficiency with spreadsheets, word processing, and e-mail programs required
- Ability to implement consistent timely and uniform reporting and controls

LICENSES, CERTIFICATIONS

Possession of a valid driver's license meeting the requirements of Maryland law, the Fleet Policy and other Maryland Clean Energy Center (MCEC) Policies.

SUPERVISORY REQUIREMENTS

May direct the daily workflow of administrative support staff, interns and/or contractors. May recruit and manage interns.

PHYSICAL DEMANDS

Specific vision abilities required by this job include close vision, distance vision, depth perception and ability to adjust focus. Visual requirements for computer activities are essential.

While performing the duties of this job, the employee is routinely required to talk, hear, sit, walk, bend, and stoop, reach with hands and arms, use hands and fingers.

It may be required occasionally for the employee to lift, move, push, or pull items weighing up to 25 lbs.

WORK ENVIRONMENT

Duties are performed in a variety of settings, including office, project sites, and public events. Travel may be involved, for which private reliable means of transportation must be available. Public contact and communication, both verbally and in writing, is frequently necessary. Certain required activities may occur outside of normal office hours.

TO APPLY

Qualified candidates should send resumes with cover letters, noting salary requirements, to info@mdcleanenergy.org.