



Colorado Lending Source Job Description

Chief Executive Officer

Position Title: Chief Executive Officer

Position Status: Full-Time with Benefits

Supervision Received: Colorado Lending Source Board

Supervision Given: Chief Operating Officer, Chief Financial Officer, Chief Lending Officer, Development Officer, Head Compliance & Regulatory Affairs, Colorado Main Street Lead

Primary Work Location: Colorado Lending Source | 1441 18th Street | Denver, CO 80202

Job Summary:

The Chief Executive Officer (CEO) is responsible for the overall direction and administration of programs and services provided by Colorado Lending Source, spanning the organization's financial performance, credit quality, partner relations, business development, operations, regulatory compliance, and risk management. The CEO provides leadership for all aspects of Colorado Lending Source's operations with an emphasis on long-term goals, growth, financial wellbeing, and mission achievement which is to foster the economic growth of diverse small businesses within our communities.

This position is crucial to the ongoing success and growth of Colorado Lending Source. We are seeking a CEO that will be a forward-thinking motivator and great leader. Must be able to see the big picture and think out of the box. Must be passionate about community collaboration to make small businesses successful. Takes calculated risks and seeks counsel and input for continuous improvements for Colorado Lending Source and themselves. Brings inspiration and energy with a commitment to promote employees', partners', and members' successes and connection to the organization's mission and higher values.

Position Responsibilities:

Duties/Responsibilities

- Works with the Board of Directors and other executives to establish high quality short-term objectives and long-range strategy and goals, and related plans and policies
- Develops, operationalizes, monitors and supports implementation of the organization's strategic plan
- Oversees the organization's financial structure, ensuring adequate and sound funding for the mission and goals of the organization
- Responsible for the financial results of all operations, comparing them with the organization's objectives and taking appropriate measures to correct unsatisfactory performance and results
- Ensures the organization's compliance with all applicable laws, rules, regulations, and standards
- Negotiates with other companies and organizations regarding actions around programs, membership,

- partnerships, joint ventures, or large-scale expansion
- Acts as an advocate on behalf of business to State and Federal Legislatures and the Small Business Administration for the betterment of policies and best practices to improve access to capital
- Serves as the organization's representative to the Board of Directors, employees, members, partnering organizations, the government, and the public, building trusting relationships
- Maintains a working knowledge of significant developments and trends in small business financing and the Colorado economy
- Sustains, develops, and supports a well-organized and active Board of Directors, and serves as ex officio of all committees
- Performs other related duties to benefit the mission of the organization

Supervisory Responsibilities

- Creates, builds and implements an innovative approach to people, culture and engagement for the organization
- Oversees the ongoing operations of the entire organization, managing and directing the organization toward its primary goals and objectives
- Trains, motivates, and coaches staff, fostering teamwork and ensuring staff optimization and organizational competency
- Oversees employment decisions at the executive level of the organization
- Leads a team of executives to consider major decisions around programs/services, membership, partnerships, joint ventures, or large-scale expansion
- Promotes communication and cooperation among departments, members and partner organizations to create a spirit of unity in the organization

Qualifications:

General Requirements

- Comprehensive knowledge of small business lending programs in general and the SBA 504 and SBA 7(a) loan programs in particular
- Extensive professional experience in leadership roles, ideally having previous work experience as a CEO or senior level executive.
- Experience leading an organization with 30+ staff with a budget in the \$M to \$MM is preferred
- Excellent managerial and financial skills and the ability to take leadership over any business operations area
- Strong business acumen and acuity having familiarity with various business functions such as marketing, sales, finance, HR etc
- In-depth knowledge of corporate governance, finance and performance management principles
- Experience working with or for a nonprofit and reporting to a Board of Directors
- Thorough understanding of management and financial practices in all areas and phases of business operations
- Superlative communication skills, particularly the ability to communicate as a leader, and public speaking skills
- Must be an attentive listener
- Demonstrates realistic optimism, operating in confidence and possessing a high degree of emotional intelligence and integrity
- Passionate about serving others with ability to naturally engage and connect with others
- Outstanding organizational and time management skills with attention to detail
- Creative, growth and culturally-responsive mindset with an analytical, problem-solving orientation
- Excellent interpersonal and leadership skills with the ability to influence across all levels of the organization, both internally and externally

Education Requirements

- Education may vary; an advanced degree in business administration, economics or finance, is preferred, at an accredited college or university
- Ten years related work experience

Environment and Physical Requirements

- Prolonged periods sitting at a desk and working on a computer
- Must be able to lift up to 15 pounds at times
- Must be able to navigate various departments of the organization's physical premises
- Ability and willingness to travel mostly locally, regionally and nationwide up to 20% of the time

About Colorado Lending Source

Founded in 1990, Colorado Lending Source is a private, community-based, 501(c)6 non-profit, economic development organization whose mission is to foster the economic growth of diverse small businesses within the state of Colorado. We are a membership-based organization made up of lenders, small businesses, community organizations and government groups.

By the Numbers – We make a difference!

2018

221 Loans Approved | 1747 Jobs Created

2019

225 Loans Approved | 1405 Jobs Created | \$330.3 Million Economic Impact

Programs Offered

SBA 504 Loans | \$25k to \$5.5M

Community Advantage Loans | \$50k to \$250k

SBA 7(a) Loans | \$25k to \$5M

Colorado Main Street Loans | \$5k to \$50k

Ice House Entrepreneur Development Training

Our Values

At Colorado Lending Source we're not just committed to the success of Colorado and our businesses and partners, we are committed to the success of each other. We believe a well-trained and knowledgeable staff equals a productive and efficient staff. We also believe that a stimulating work environment gives us an adequate, motivated and friendly staff. Together, we step into the office (whether brick and mortar or virtual) each day with the intention of living these values:

Advance the Mission

Enjoy Your Work

Collaborate Openly

Support Each Other

Take Responsibility

For any interested applicants, please [click here](#) to apply.