



JOB TITLE: Regional Director (West Tennessee)
DEPARTMENT: Corporate Operations
REPORTS TO: Chief Lending Officer
FLSA STATUS: Exempt
DATE PREPARED: 12/11/2024

The Regional Director (West TN) supports Pathway Lending's goals, values, and philosophy by exhibiting the following behaviors: excellence, quality service, commitment, and accountability.

POSITION SUMMARY:

Working under the policy direction of Pathway Lending and under the general supervision of the Chief Lending Officer, this position leads regional strategic and operational activities. The Regional Director (West TN) will oversee all aspects for a designated geographic region, managing the office operations and leading a team dedicated to meeting the strategic goals for that region. This position will oversee significant administrative, operational, lending, and educational programs for that region.

SUPERVISORY RESPONSIBILITIES: Yes

PRIMARY DUTIES AND RESPONSIBILITIES:

1. Works with Chief Lending Officer to develop and implement a Market Lending Plan to grow Pathway Lending's loan portfolio across key sectors, identify and cultivate high-value lending opportunities.
2. Strengthen referral pipelines with community bank partners and collaborate with internal teams to achieve market-specific goals while maintaining portfolio health.
3. Lead loan sourcing and origination efforts while serving as the face of Pathway Lending in the region, promoting its mission, vision, and values, and facilitating partnerships to develop and deliver products and services.
4. Identify and cultivate new growth opportunities and partnerships to expand the market for Pathway Lending's loan and education products, with a focus on clients eligible for loans exceeding \$100K.
5. Collaborate with Marketing to design outreach strategies aligned with West TN goals and refine efforts based on feedback from banks and stakeholders.
6. Oversees the implementation of Pathway Lending's policies and procedures ensuring compliance and operational integrity. Ensure compliance with funder milestones and outcomes by tracking and reporting performance metrics and aligning lending operations with grant requirements.
7. Train and mentor, the market team on Pathway Lending products, provide leadership to the West TN team to foster excellence and collaboration, and equip team members with the skills and knowledge to deliver comprehensive client solutions across all lending products.
8. Works to ensure commitments to funders and related activities are achieved to maintain compliance with grant related activities.
9. Works with the Executive Team to establish and maintain the culture of the organization, a positive work environment, so that the organization attracts and retains top talent.
10. Other duties as assigned.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills and/or abilities required. This position will need to provide excellent customer service with clients, team members and partners through strong program management and leadership skills. Strategic thinker with ability to translate strategic goals into actionable plans Strong Microsoft Office skills including Adobe, ability to navigate multiple computer systems, applications, and utilize search tools to find information, strong analytical skills with high attention to detail and accuracy, excellent written, verbal and interpersonal communications skills, ability to interact with all levels of the organization, ability to meet or exceed business goals and objectives, while fostering a team atmosphere. Ability to work without direct supervision, self-reliance, and strong leadership skills are critical. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**EDUCATION AND EXPERIENCE:**

Bachelor's degree in business administration, Finance or a related field is required, master's degree is preferred. 10+ years of experience of leadership role in banking or financial services. with a proven record of driving growth and achieving strategic goals. Must have experience resolving and working through complex customer issues and the ability to perform in a fast paced, high demand environment while balancing multiple priorities.

OTHER SKILLS:

Ability to communicate in English, remain in a stationary position 75% of workday, move, cognitive of job responsibilities; ability to travel if required; and ability to adapt to a changing environment. Aligns with Pathway Lending's mission of providing clients and stakeholders with the highest level of service to facilitate their success and the economic growth of our CDFI market.

WORK ENVIRONMENT:

Position is in an office setting that involves everyday risks or discomforts requiring normal safety precautions.

Remote work options.

Southeast Community Capital, d/b/a Pathway Lending, is a member of LBMC Employment Partners, a professional services organization. The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this position. They are not intended to be an exhaustive list of all duties, responsibilities, and skills personnel so classified.