

CEF Manager of Loans and Investment Development



Summary

The CEF Manager of Loans and Investment Development has strong relational and business acumen to drive mission-multiplication within congregations. Core responsibilities include managing the entire lending lifecycle for ministry partners, from initial outreach through closing and beyond. This encompasses structuring and underwriting loans while providing excellent customer service in a manner that reflects our core values. As a result of these essential responsibilities, strong relationships with congregation ministry leaders across the Texas District are expected, leading to growth in investment and loan activity in support of the mission movement.

This dynamic role requires a self-motivated, collaborative, and mission-minded communicator with excellent relationship building skills, as well as a heart for the Gospel and a commitment to the mission of the Texas District LCMS.

Primary Responsibilities

- Support/implement overall strategic direction as defined by CEF Executive Director.
 - Develop and execute strategic congregation contact plan.
 - Collaborate on comprehensive marketing strategy.
 - Collect financial documents to analyze ministry vision and financial status in determining a ministry partner's eligibility for a loan.
 - Explain loan options, educate ministry partners on the loan process, and elevate understanding of CEF loan terms and conditions.
 - Recommend loan applications to CEF Executive Director, based on financial analysis and established guidelines.
 - Promote products and services of Texas District LCMS, and specifically CEF, identifying potential ministry partners, and solicit new business in investments and loans.
 - Ensure loan applications and agreements are accurate, complete, and compliant with all relevant financial and ministry requirements.
 - Manage/mentor CEF Loan Specialist and CEF Marketing Specialist while collaborating with entire CEF team.
 - Build and maintain relationships with ministry partners of the Texas District LCMS.
 - Assist in preparations for meetings with the Board for Church Extension Fund.
 - Other duties as assigned.
-

Key Qualifications

- **Ministry Heart:** Deep alignment with the mission of the Texas District and a strong personal faith in Christ.
- **Analytical Skills:** Ability to interpret financial data and assess risk.
- **Interpersonal & Communication Skills:** Effectively communicate complex information to ministry partners and build trust. Be a collaborative team member and leader.
- **Marketing Skills:** Raise awareness to generate new business and promote services of the Texas District.

- **Detail-Oriented:** Ensure accuracy in managing sensitive financial information and managing compliance requirements.
 - **Customer Service Skills:** Provide excellent support and guidance to ministry partners throughout the loan process.
 - **Financial Acumen:** A high-level understanding of financial principles and lending processes.
 - **Problem-Solving:** Ability to proactively identify and resolve issues that arise during the loan process.
 - **Flexibility:** Willingness to travel across Texas as needed (including evenings and weekends).
-

Preferred Experience

- Master's degree in finance, business, or related field.
 - Prior experience in ministry communication and the banking/financial field.
 - Active member of a Texas District LCMS congregation.
-

Accountability

The CEF Manager of Loans and Investment Development reports to the Executive Director of Texas CEF.

Time Commitment

This is one full-time position with benefits.

