

## **Business Development position available at Minnesota Housing Finance Agency**

Minnesota Housing finances and advances affordable housing opportunities for Minnesotans in order to foster strong communities. The Agency seeks a business development candidate to join the Single Family division in St. Paul as a Housing Development Officer, Senior.

The business development team works to expand and maintain the Agency's relationships with the lenders that administer first mortgage and down payment assistance programs and other industry partners.

This full-time, straight salary, non-commission position involves sales skills and networking ability. Approximately 80% of the time will be spent on maintaining current lender partnerships and increasing production through staffing events and presentations to lenders, real estate agents, home buyer educators, and other industry partners. This includes providing technical assistance to partners on program requirements.

Approximately, 20% of the time will be spent on recruiting new lender partners through networking, sales calls, and monitoring for new lenders entering the market..

This position involves travel, mostly in the greater metro area approximately 40-60% of the time and requires some overnight travel to Greater Minnesota markets.

In addition, this position also involves providing input on current program policies and processes to ensure that programs remain competitive and effective; assisting in Minnesota City Participation recruitment and retention; and participating on project teams that explore opportunities to refine programs and expand markets.

This state of Minnesota position provides excellent benefits including 100% employer-paid health insurance with competitive rates for dependents, life insurance, 11 paid holidays each year, and generous vacation leave. The salary range is \$24.60-\$29.46 per hour, depending on qualifications.

### **Minimum Qualifications:**

- BA or equivalent experience
- 2 years demonstrated experience in:
  - Business development
  - Presentations
  - Housing Industry experience
- Analysis and problem-solving skills
- Excellent communication skills
- Strong customer focus
- Ability to collaborate, network, and form partnerships

### **Preferred Qualifications:**

- Bilingual in Spanish
- Mortgage industry experience
- Social media coordination experience

### **To apply:**

Visit [www.careers.state.mn.us](http://www.careers.state.mn.us) and search for requisition 12HFA000020 to upload your resume, or send a

resume and cover letter to [Mhfa.resumes@state.mn.us](mailto:Mhfa.resumes@state.mn.us) (include the requisition number in the subject line). This position closes on June 20, 2012.

Affirmative Action/ Equal Opportunity Employer

This information can be made available in alternative formats to individuals with disabilities by calling (651) 259.3637 or (651) 282-2699 (TTY).