

POSITION: VP - RESIDENTIAL LENDING
REPORTS TO: CHIEF FINANCIAL OFFICER
FLSA STATUS: EXEMPT
POSITION TYPE: FULL TIME
OFFICE LOCATION: CORPORATE
DATE: AUGUST 15, 2025

Summary

The VP – Residential Lending is a leadership role that oversees the Residential Lending areas.. The responsibilities include management of staff, policies, procedures, and compliance, monitoring risks in the department, business development activities, and reviewing department reports. This position demands analytical approaches and strong evaluation skills.

Essential Functions

- Provide valuable insight into the strategic plan for Residential Lending and the desired vision, leadership
- Responsible to creation and execute Business Plan to drive residential sales revenue in accordance with the Strategic Plan.
- Establish and meet loan production goals and metrics to promote company growth and profitability under the guidance of the Bank's budget and strategic plan.
- Understand residential lending's impact to in the Strategic Plan such as liquidity, return on capital, and interest rate risk.
- Provide regular current status reports and future focus on lending activities to the Board of Directors and management.
- Lead, coach, and mentor the direct reports in overseeing the residential lending departments, systems, policies, and procedures
- Coordinate interest rate strategies and setting loan rates.
- Oversee loan servicing including collections efforts.
- Oversee loan origination, underwriting, and production.
- Coordinate loan purchases.
- Partner with other departments in the bank.
- Responsible for audit responses and actionable items.
- Research and analyze current and historical information relevant to the local, state and national economic conditions, and the application of them to the bank's activities.
- Participates in the Senior Management, Credit Classification, ALCO, Risk, Compliance, Vendor Management and others as assigned.
- Represent the Bank at community and industry events.
- Maintain compliance with federal, state and local employment and benefits laws, company policies and procedures, and federal regulations.
- Compliance with all government regulations, including the Bank Secrecy Act and related regulations.

Required Education and Experience

- Bachelor's degree: concentration in business administration, finance or economics preferred
- At least 7 years banking experience
- At least 5 years lending administration/supervisory experience
- Extensive knowledge of lending banking regulations
- Prior participation in community/civic organizations preferred
- Business development experience preferred

- Proficient in Microsoft Office Suite (MS Excel, Word, Power Point, Teams)

Competencies

- **Ethical Practice** – Being in accordance with the rules or standards for right conduct or practice; following processes, procedures, policies, laws and regulations that govern the Bank; moral uprightness; honesty
- **Integrity** –
 - Behavioral: Doing the right thing; acknowledge mistakes and demonstrate accountability for actions.
 - Job based: Ensuring accurate data throughout the organization.
- **Communication** –
 - **Delivering Messages:** Ability to deliver clear and accurate messages across a variety of mediums to audiences of all sizes and backgrounds. Ensures that the delivered message is clear and understood by the listener.
 - **Listening:** Understands information provided by others. Listens actively and to others' views and concerns. Seeks further information to clarify ambiguity.
- **Teamwork** – Positively, respectfully and openly participates in the collaborative effort of a group to achieve a common goal. Be committed to building an encouraging, caring, and supportive environment. Provide mutual support; be open minded to other's suggestions and contributions.
- **Time Management** - Ability to work multiple projects at the same time and an ability to meet tight deadlines; well organized.
- **Analysis/Problem Assessment** - Secure relevant information and identify key issues and relationships from a base of information; relating and comparing data from different sources; identifying cause-effect relationships; utilize proper judgment; Ability to read, analyze and interpret complex laws and regulations.
- **Initiative** - Make active attempts to influence events to achieve goals; self-starting rather than accepting passively; taking action to achieve goals beyond what is required; being proactive.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is occasionally required to stand, walk, sit, use hands to finger, handle, or feel objects or controls, reach with hands and arms, climb stairs, talk to hear. The employee must occasionally lift or move office products and supplies, up to 20 pounds.

AAP/EEO Statement

First Federal Savings of Lorain is an Equal Opportunity Employer-M/F/Disabled/Vet.

Travel

Travel is primarily local during the business day (up to 50 miles). Overnight travel is possible for seminars and training.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.