

JOB TITLE

Head of Credit

REPORTING TO: CEO

RESPONSIBLE FOR: LENDING DEPARTMENT

JOB DESCRIPTION

Cara Credit Union is the largest community-based credit union in Munster, with over 43,000 local members. Headquartered in Tralee with offices in Castleisland and Killorglin, the organisation boasts total assets of €233 million with over €84 million loaned to members and employing 70 staff.

Cara Credit Union is embedded in the local community and our vision is to provide for the financial needs of members in a co-operative and professional manner. Our core mission is to enhance benefit and choice for our members through the range of financial services we offer, whilst continuing to lead and promote best practice in everything we do.

The credit union is providing an opportunity to join a dynamic and prosperous financial institution which is dedicated to delivering exceptional value and service to its members.

PRINCIPAL RESPONSIBILITIES OF THE ROLE

The Head of Credit will be accountable to the CEO and have responsibility for directing the continued growth and efficient operation of Cara Credit Unions lending function.

The Head of Credit will focus on cultivating new partnerships, assessing lending related business opportunities, building a strong member-centric team, ensuring organisational readiness to implement new product offerings as well as successfully manage current lending programs.

The Head of Credit will be tasked with ensuring that department goals are achieved, all aspects of lending meet compliance standards and will lead efforts to deliver superior lending services to Cara members.

KEY RESPONSIBILITIES

General

- Overall responsibility for the lending function within the Credit Union.
- Responsible for the day to day administration and the overall direction of the Lending department.
- Involvement in the development and delivery of lending development goals and objectives.
- Compliance with legislation, regulation and policies, particularly in the areas of lending and credit: to also include any breaches and exceptions to be reported monthly to the board.
- Chair Credit Committee meetings.

Management

- As a key part of the executive team, contribute to and champion the strategic plan of CCU.
- Serve as principal advisor to CEO and board of directors on all issues associated with lending strategies, personal, commercial (including Agri) and home loan lending.
- Generate detailed monthly reports to CEO & Board of Directors.
- As part of the credit union's management team, participating in executive level discussions and in making recommendations regarding major policy decisions.
- Annual review of all lending policies.
- Attendance at Board meetings, as required.
- Developing, recommending and implementing systems, controls and policies and procedures in line with regulatory requirements, credit union policies and targets.
- To report to the CEO in a timely manner on any trends or deviations in the level of service or any other matter of concern.

Lending Development

- Maximizing portfolio growth through effective planning, development, and implementation of lending strategies in line with the credit union's strategic plan.
- Reviewing existing and new client relationships for credit quality, structure and pricing.
- Review and analysis of membership and common bond profiles to identify information gaps and potential lending opportunities.
- Ensuring overall soundness of loan portfolio, with the ability to identify and develop long term strategies that will include initiatives such as portfolio mix, growth strategies, and market penetration objectives.
- Promoting and developing new business for the credit union.
- Annual review of Business lenders to include a review of discretions

Staff

- Manage the key objectives and performance of each team member through agreed KPIs and half yearly performance reviews.
- Provide support and training to staff to ensure the successful implementation of targets, goals and objectives from the strategic plan

The above list is not exhaustive and may be subject to change in line with the needs of the business.

Requirements

- At least 5-10 years' experience in a similar role (lending and business development) in a financial or credit union environment.
- As a minimum a QFA or equivalent qualification (or APA Loans designation).
- A business or finance related degree is desirable.
- Proven track record of achieving business results.
- Strong credit analysis and underwriting experience.
- Ability to assess, critically evaluate and interpret complex information and to identify key credit risk drivers.
- An ability to lead, support and motivate staff.
- Demonstrable Report writing skills.
- Strong Inter-personal, communication and leadership skills.

Applications including CV and cover letter must be emailed to: jobs@thehrsuiteonline.com

The closing date for applications is 26th April 2019.

Cara Credit Union Ltd is an Equal Opportunities Employer.