

Staff Counsel

Illinois Housing Development Authority (IHDA), one of the Nation's preeminent Housing Finance Agencies and one of the State's ten largest financial institutions, is currently seeking Staff Counsel to build upon their 50+-year leadership in housing finance.

Summary:

Represents the Authority in basic legal matters. Handles real estate closings for grants, small senior position loans and subordinate loans with less complex structures. Assists with Asset Management legal issues. Conducts research and assists on matters assigned by and under the direction of a Supervising Senior Counsel, the Deputy General Counsel, or the General Counsel.

ESSENTIAL FUNCTIONS:

Responsible for closing basic loans and grants. Drafts and negotiates loan and grant documents and reviews and approves all due diligence submitted by grantees and borrowers.

Represent the Authority with legal issues related to asset management on previously closed loans and grants, including, but not limited to, workouts, foreclosures, transfers of physical assets and loan and grant modifications. May be required to appear in court on matters pertaining to foreclosures, mechanics liens, fair housing, and building code violations.

Responsible for advising Authority staff on issues arising under the administrative law areas of, including, but not limited to, freedom of information, procurement, ethics, open meetings, and administrative procedures.

Handle transactions involving only federal and state tax credit allocations.

Responsible for drafting and negotiating contracts.

Responsible for conducting research and assisting on other matters as assigned by a Supervising Senior Counsel, the Deputy General Counsel, or the General Counsel.

EDUCATION AND EXPERIENCE REQUIREMENT:

B.A. or B.S., or equivalent, and a J.D. Must be an attorney licensed to practice law in the State of Illinois. Minimum of one year of experience in real estate law and/or contract law. Affordable housing experience is desired.

Excellent benefits package, including 401 (k); immediate vesting.

To apply submit resume to:

https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=ee890b7a-c9a4-4880-b61b-79abf60f096e&ccId=19000101_000001&jobId=412283&source=CC2&lang=en_US

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