



Functional Title of Position: AVP, Business Development - CLD

Reports to (Functional Title): SVP, National Sales Manager - CLD

Department/Branch: Envoy Correspondent Division – Sales

Location: TBD

GENERAL SUMMARY:

- Cultivate correspondent lending relationships for Envoy Mortgage by using insight-driven sales techniques that differentiate themselves from competing companies.
- Works directly with Executive Management, Monroe Operations Center, DM's and RAM's to develop and implement strategic initiatives for the Correspondent Division

PRINCIPAL FUNCTIONAL RESPONSIBILITIES:

The following reflects management's definition of essential functions for this job but does not reflect the tasks that may be assigned. Management may assign or reassign duties and responsibilities to this job at any time due to reasonable accommodation or other reasons.

Essential Duties and Responsibilities

- Gain approval for 20+ quality correspondent relationships on an annual basis.
- Specifically solicit prospective lenders that meet the target attributes of Envoy CLD.
- At a minimum - 50% - 75% travel in any given month.
- Assist SVP, DM's and RAM's on sales calls with prospective clients including information gathering, product matching and policy education.
- Work with management and staff to develop professional, respectful relationships between lending partners and internal staff.
- Meets assigned targets for new lender development and strategic objectives
- Proactively leads a joint company-strategic account planning process that develops mutual performance objectives, financial targets, and critical milestones for a one and three-year period.
- Develop prospective leads by attending and or exhibiting at industry conferences, client/association board meetings and regularly conducting company related sales presentations.
- Involuntarily engages in a planned program of self-development and training, ensuring continuing knowledge of products, sales process and regulatory developments
- While performing the duties of this position, the employee will view, have access to, and work with confidential financial data. The employee in this position must adhere to strict confidentiality policies and procedures.
- Perform other related duties as assigned.

THIS JOB DESCRIPTION IS NOT INTENDED TO BE ALL-INCLUSIVE. THE INCUMBENT WILL ALSO PERFORM OTHER REASONABLY RELATED BUSINESS DUTIES AS ASSIGNED BY MANAGEMENT.



MINIMUM QUALIFICATIONS:

- Correspondent/Wholesale Account Executive experience required
- 5+ years of B2B sales required
- 10+ years mortgage industry experience preferred
- Advanced knowledge of the selected marketplace and quality lending partners in that marketplace
- Advanced knowledge of the loan programs, standard underwriting and processing guidelines
- Advanced knowledge of regulatory lending guidelines
- Stay abreast of indices, market changes, and underwriting guideline changes so you may discuss the mortgage market in an informed fashion
- Must be able to effectively communicate and present mortgage products, company policies and company procedures
- Ability to overcome sales objections
- Ability to question client's current practices and increase loyalty by delivering new insights
- Preferred 4 year college degree
- Demonstrates sales ability and presentation skills
- Strong communication, organization and time management skills
- Articulate speaker with good interpersonal skills
- Ability to work under pressure and meet deadlines without supervision.

PHYSICAL REQUIREMENTS:

- The employee must occasionally lift and/or move up to 50 pounds
- Specific vision abilities required by this job include close vision
- While performing the duties of this job, the employee is regularly required to sit, use hands to finger, handle, or feel; reach with hands and arms; and talk or hear
- The employee is occasionally required to stand; walk; climb or balance and stoop, kneel, crouch or crawl