

Altra Federal Credit Union is hiring a **Learning & Development Specialist, Real Estate Lending trainer** who will assist in the development and implementation of the learning and development curriculum that supports the vision and strategic initiatives of the Credit Union. The Real Estate Lending trainer will assess the needs and identify solutions for performance gaps or potential gaps in technical, procedural, compliance and consultative service skill areas that are focused on Real Estate Lending.

Duties will include, but are not limited to:

- Developing staff on Real Estate Lending functions that enhance the learning of all employees while addressing various learning styles. This primarily includes Origination, Processing and Servicing and may also include Underwriting and Closing.
- Designing, developing, delivering and evaluating learning and related materials, quick-references, job aids or other resource materials needed to support performance enhancement. Work with Instructional Designer to develop and maintain specific online Real Estate courses.
- Provide basic sales training for learners in applicable roles. Actively engage and encourage staff on sales opportunities during training, mentoring or observations.
- Conduct workshops or mini-sessions on products, policies, procedures, promotions and regulations/compliance for all Real Estate staff.
 - Serve as support and back-up to other Learning & Development staff in the department to include but not limited to DNA Core System training and Get Altrafied Sales and Service Training.

A Bachelor's degree in Finance, Accounting, Business or a related field is required. Three to five years of similar or related experience in real estate lending, experience in Real Estate Processing and Origination along with a general understanding of the overall loan process and knowledge of and have the ability to operate financial institution transactional software is required. Experience in training, sales closing and secondary market knowledge is preferred. The job does entail occasionally lifting, carrying, pushing, and pulling items weighing up to 30 pounds; extended local travel and occasional travel to the national offices is required.

Altra is a federally insured financial institution providing a full range of financial services, from personal and business to lending and investments. Chartered in 1931, Altra is a not-for-profit, member-owned financial cooperative serving members in all 50 states and around the globe. We are also deeply committed to giving back to the communities we serve.

We offer exciting growth and career opportunities to those who strive to learn and are excited to take on new challenges. Job stability and a forward-thinking, innovative culture to work in are just a few of our advantages. For all of us who work here, it's the chance to share important moments and make a real difference in our members' lives.

Altra supports diversity in the workplace and is an Equal Opportunity Employer.

Apply online at www.altra.jobs