

Theresa Saelim

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Expertise/Objective

Highly talented community development professional with a distinguished record of performance and professional achievements. Recognized exceptional work ethic, and commitment to organizational objectives; consistently seeks challenges in both personal and vocational pursuits.

- ❖ Demonstrated competencies in grant writing, fundraising, market research and strategic promotional programs;
- ❖ Outstanding interpersonal skills, extremely articulate and personable with unique ability to relate to all levels of staff, management and clients;
- ❖ Proven project management skills with proven ability to conceptualize ideas and follow through to completion;
- ❖ Excellent written and oral communicator, negotiator, problem-solver, and public speaker who effectively coordinates communication activities and multitask in fast-paced, deadline oriented environment;
- ❖ Over 16 years of experience in the financial services industry and community development.

Educational Achievements

B.A. Degree American Multiculturalism and Diversity Studies;
Concentration Women of Color Issues,
The Ohio State University, OH 2002

Professional History

1/2012 – Present **Vice President, Community Development Consultant, PNC Bank**

- Manage the Community Reinvestment line function for 27 counties in Ohio;
- Conduct Community Reinvestment needs assessment, action plan development, and implementation of strategies to increase lending, investment and service targeted to specific geographies and segments of the population;
- Develop mutually beneficial relationships with government, non-profit and neighborhood based organizations;
- Conduct core analysis of internal reports that address lending patterns in order to improve outreach efforts, performance and profitability for the bank;
- Manage and utilize business unit contribution, marketing, and general budget;
- Inform bank executives of CRA activities and issues within their departments/markets;
- Interact with bank departments to ensure understanding of the requirements and corporate objectives of community reinvestment;
- Assist in the development and implementation of training to increase awareness of the programs through community development;
- Member of Central Ohio Region Distribution Committee for PNC Foundation, responsible for making philanthropic and sponsorship decisions.

9/2011 – 1/2012 **Senior Director- Home Impact Area, The United Way of Central Ohio (UWCO)**

- Identified community aspirations around the Home Impact Area and the community results of Safe and Decent Housing and Safe Neighborhoods from diverse segments of the local community and used those aspirations to shape UWCO's responses to those community results;

- Developed and executed specific community engagement plans for each UWCO community result and/or for identified target populations;
- Worked with donors, key community stakeholders, subject experts and agency partners to develop and implement specific strategies designed to support community results and associated Bold Goals;
- Facilitated and supported the development and implementation of a comprehensive action plan for each community result and bold goal that includes strategies and tactics linked to a range of approaches -- programs/services, initiatives, advocacy, volunteerism, public policy, engagement and outreach, partnerships and collaborations;
- Partnered with Resource Development and Marketing staff to develop specific strategies for acquiring the resources (financial, in-kind, or volunteers) necessary to support selected initiative and programs;
- Partnered with UWCO Director of Public Policy to identify key public policy issues related to UWCO community results and Bold Goals. Assists in lobbying for specific changes in public policy necessary to further UWCO's community impact agenda.
- Worked with key partners, subject experts, volunteers and UWCO staff to define specific outcomes for all UWCO work related to a given impact area and measurement strategies for capturing and reporting that outcome data;
- Represented UWCO in community coalitions, collaborations, neighborhood based or service-based efforts to improve the quality of life in central Ohio.

1/2011- 9/2011 **Director of Programs and Community Engagement,
The Affordable Housing Trust for Columbus and Franklin County**
2/2008- 12/2010 **Program Manager,
The Affordable Housing Trust for Columbus and Franklin County**

- Provided oversight and management to The Community Development Collaborative of Greater Columbus (The Collaborative);
- Was responsible for the development and implementation of programs and initiatives that support the Collaborative mission and promote the visibility of the community development industry;
- Served as a liaison between grantees and our Board of Directors (funders) and conduct monthly presentations and reports on CDC activities;
- Engaged potential individual members, corporate members, and not-for-profit community partners to support and promote our mission;
- Identify potential funders, research grants and funding, write and manage all grant applications for the Collaborative;
- Managed the development and maintenance of the Come Home Central Ohio website- www.comehomecentralohio.com a collaborative marketing initiative between the City of Columbus and Franklin County, to assist in the marketing of housing developed under the Neighborhood Stabilization Program (NSP);
- Was responsible for managing a NSP2 budget of \$2.25M and evaluating project submissions and proformas to determine project feasibility;
- Facilitated stakeholder discussions on the development of a NSP resident Sustainability Training,
- Conducted visits to CDC work sites to evaluate and monitor the progress of their annual work plans;
- Provided support to our CDC members by providing information regarding upcoming trainings and seminars;
- Monitored grant contracts and manage grant funds administration to not-for-profit community development corporations (CDCs).

2003– 4/2008 **CEO/ Operations Manager, First Meridian Mortgage Group, Ltd., Columbus, OH**

- Managed operations of three branch offices and a staff of 15 mortgage loan officers;
- Originated over \$6 million dollars in mortgage loans in the first year of business;
- Audited loan files for compliance per the guidelines of the Ohio Division of Financial Institutions;
- Prepared annual operating budget and fiscal year-end reports;
- Was instrumental in promoting homeownership opportunities through conducting educational seminars and participating at community events;
- Worked closely with community leaders to market our services and promote financial literacy within new and emerging immigrant (African, Latino and Asian) communities through credit workshops;
- Recruited and trained new employees;
- Studying, interpreting and applying the underwriting guidelines of over 50 lending institutions in the placement of new loan applications;
- Cultivating working relationships with various title and real estate companies as well as government and non-profit down payment assistance agencies;
- Accounts payable/ receivable.

2000-2003 **Assistant Manager/ Loan Officer, Supreme Funding Mortgage Services, Inc., Worthington, OH**

- Assisted in managing a staff of 17 mortgage loans officers;
- Origination, processing and underwriting of Conventional and FHA mortgage loan applications from application to funding;
- Cultivated new business relationships with realtors, builders and investors;
- Prepared employee performance reports on a quarterly basis;
- Created ads and prepared materials for marketing campaigns;
- Accounts payable/ receivable.

Technical Skills, Training and Professional Development

- 2011 Class of Leadership Columbus;
- Current participant in the National Development Council, Housing Development Professional Certification Program;
- United Way of Central Ohio-2007 Project Diversity Cycle 16 Graduate (*A United Way Program*);
- Certified HOME Regulations Specialist (A HUD Program)
- Ohio Division of Financial Institutions Licensed Operations Manager, 2003 to 2010.

Awards and Recognition

- **2013 Women's Book Magazine Annual Young Women's Issue, Article Feature**
The Women's Book Magazine Young Women's Edition spotlights dynamic young women in Central Ohio that are leading the way in their communities. Four women in the Central Ohio Area were highlighted in this issue.
- **2014 LEADS Community Action Agency (Newark, OH)- Community Leader of the Year Award**
- **2011 Women's Fund of Central Ohio-** I was featured in the Tribute Video for the Women's Fund of Ohio Keyholder 11 event.

