

Job description: Investment Director

Title:	Investment Director
Team:	Investment Team
Reports to:	Senior Investment Director
Direct reports:	You may line manage an Investment Manager/s but this is usually after you have been with Impetus for some time
Salary:	£62,000 per annum pro rata
Contract:	Permanent
Working hours:	Full time or part time (we are happy to consider requests for part time hours)
Location:	Initially remote working with office arrangements for 2021 TBC (within Central London). Attendance will be required in Central London for meetings.
Start date:	ASAP
Deadline:	9am Monday 8 March 2021

About Impetus

Impetus transforms the lives of young people from disadvantaged backgrounds by ensuring they get the right support to succeed in school, in work and in life.

We find, fund and build the most promising charities working with these young people, providing core funding and working shoulder-to-shoulder with their leaders to help them become stronger organisations.

In partnership with other funders we help our charities expand and we influence policy and decision makers so that all young people get the support they need.

About this role

The Investment Director (ID) works directly with charity partners and their top leadership to deepen their impact and scale their outcomes. The ID builds expertise in our objective areas (success at school or sustained employment for disadvantaged young people); identifies high potential charities; develops investment propositions; manages a portfolio of partner charities; builds trusted relationships with charity executives and trustees; supports charities to produce and scale high quality outcomes for young people; and collaborates with colleagues in Public Affairs and Philanthropy to influence policy and resources towards the young people we support and the charities we partner with.

The ID uses strong analytical rigor, financial acumen, strong influencing and relationship skills, deep commitment to our Mission and experience acquired from a diverse range of careers to support a portfolio of amazing organisations that, together, will help shift the life chances and outcomes of young people from disadvantaged backgrounds. The work is challenging, but the ID's contribution is clear, the results always gratifying.

Key responsibilities

Investment origination, due diligence and proposition

- Scope potential charity partners, proactively developing opportunities as well as vetting referrals from other networks.
- Lead detailed due diligence to engage high quality charity partners – assessing their leadership and governance, impact potential, potential to scale and potential to work in partnership with Impetus;
- Model from first contact of origination, our approach to engaged and trust-based investment management support and ensuring that wherever possible charities that do not progress are led to other sources of support and learning around organising for impact.
- Develop and champion investment propositions to the Investment Committee, leveraging investment team colleagues appropriately and effectively to strengthen the case for support;

Investment management

- Manage relationships with charity partners and deliver the core components of our partnership - engaged management support, aligned and additive expert pro bono support, strategic grant funding and the delivery of some of our proprietary methods to help our partners achieve their agreed milestones.
- Support charity partners to achieve a step change in delivery and performance management of outcomes, strengthen leadership and governance capacities, clarify long term ambition, develop path to scale, and build financial resilience.
- Agree appropriate annual milestones and regularly monitor and assess charity partner progress against them and make recommendations for progression or exit.
- Ensure that the pro bono and other capacity-building projects are delivered to a high standard and contribute to charity progression.
- Develop engagement opportunities for our donors and supporters with charity partners that are aligned with the charity's activities and do not distract or undermine their core work;

- Collaborate with the charity partners and Impetus colleagues to develop funding streams that support our partners' ability to deliver impact at scale.
- Effectively leverage the support of investment managers to advance the objectives developed for each charity partner that is managed by an Investment Director.

Team support and strategy

- Work closely with team colleagues to use learnings from our work to improve our approach over time.
- Where appropriate, line-manage and support investment managers on the team to achieve their project, role and team objectives
- Support development of the investment model and portfolio strategy.

Cross team initiatives

- Contribute to and support Impetus fundraising efforts, as defined in annual Impetus objectives, as required;
- Contribute to and support our work to influence and leverage funding toward the young people we support and the charities we partner, as required
- Contribute to, and support, our Public Affairs activities designed to promote and influence policy and funding decisions that will benefit the young people we support and the charities we partner.
- Engage in Impetus pro bono, communications, and advocacy events, and engage charity partners appropriately in these events.

Development and application of domain expertise

- Develop expertise about “what works” in the sector through cultivation and use of expert input and engagement as well as investigation into key research and evaluative literature.
- Compile and analyse learning from our work with individual charities, and in the sector, and develop opportunities to share externally, often in collaboration with Public Affairs.
- Network and promote the Impetus Driving Impact approach, our charity partners and the sector objectives we aim to drive.

Person specification

Essential

- A commitment to Impetus' mission
- Educated to degree level preferably with a relevant postgraduate qualification or equivalent experience working in a relevant role
- Senior level responsibility and a strong track record of building trust-based relationships with senior stakeholders and advising them on key strategic decisions.
- Comfort with, and a talent for, strategic thinking around complex issues.
- Strong financial acumen and analytical skills
- Tenacity and initiative
- Strong relationship management skills, with the ability to challenge and influence practice and thinking in a respectful and collaborative manner
- Ability to flex personal style and capacity building approach to needs of charity and leadership
- Growth mind-set; seeks out and acts on feedback
- Proven ability to work independently, and to exercise good judgment
- Strong planning and time management
- A commitment to equality, diversity and inclusion

Desirable

- Experience in consulting or investment management.
- Board experience in private, public or third sector
- Knowledge and expertise in UK education and employability sectors
- Understanding and/or experience of performance and impact management, and formative and/or summative evaluation.

We believe that a diverse workforce leads to an organisation that is more open, creative and gets better results.

We want our team at Impetus to represent the diversity of the people and communities we serve. We also want our team to be one where different experiences, expertise and perspectives are valued, and where everyone is encouraged to grow and develop.

We want to reach a diverse pool of candidates. We are happy to consider any reasonable adjustments that potential employees may need to in order to be successful.

We recognise the importance of a good work/life balance. We do everything we can to accommodate flexible working, including working from home, working part-time

job shares and other arrangements.

Please just let us know in your application or at any stage throughout the process (and beyond) if these are options you'd like to explore.

How to apply

Please send your CV and a one-page cover letter telling us why you're applying for this role to recruitment@impetus.org.uk by **9am Monday 8 March 2021**.

In order to complete your application please also complete our equal opportunities monitoring form <https://www.surveymonkey.co.uk/r/ImpetusRecruitment-EqualOppsMonitoringForm>

You should also include the contact details of two referees, one of whom must be your current or most recent employer. Referees will only be approached with your express permission. You will also be required to provide proof of your eligibility to work in the UK. As part of our commitment to flexible working we will consider a range of options for the successful applicant. All options can be discussed at interview stage.

First round interviews will take place week commencing 22 March 2021.

Second round interviews will take place week commencing 29 March 2021.

Due to the large number of applications we receive, it is not possible to write to you should you not be shortlisted. If you have not heard from us within three weeks of the closing date, please assume that your application has not been successful on this occasion.

Your personal data will be shared for the purposes of the recruitment exercise. This includes our HR team, interviewers (who may include other partners in the project and independent advisors), relevant team managers and our IT service provider if access to the data is necessary for performance of their roles. We do not share your data with other third parties, unless your application for employment is successful and we make you an offer of employment. We will then share your data with former employers to obtain references for you. We do not transfer your data outside the European Economic Area.

Impetus is an equal opportunity employer and is determined to ensure that no applicant or employee receives less favourable treatment on the grounds of gender, race, age, disability, religion, belief, sexual orientation, or marital status. We value diversity and welcome applications from people of all backgrounds.