



**ALFRED P. SLOAN
FOUNDATION**

Senior Investment Professional (Director or Managing Director)

THE ALFRED P. SLOAN FOUNDATION

The Alfred P. Sloan Foundation is a philanthropic, not-for-profit grantmaking institution based in New York City. Established in 1934 by Alfred Pritchard Sloan Jr., then-President and Chief Executive Officer of General Motors, the Foundation makes grants in three broad areas: direct support of research in science, technology, engineering, mathematics, and economics; initiatives to increase the quality and diversity of scientific institutions; and efforts to enhance and deepen public engagement with science and scientists.

JOB DESCRIPTION:

The Alfred P. Sloan Foundation is seeking a Senior Investment Professional (Director or Managing Director, based on experience) to join as a key member of a seven-person investment team responsible for managing the \$2.1 billion endowment. All investment team members are generalists and implement the investment policy guidelines established by the Investment Committee of the Board of Trustees. The Senior Investment Professional reports to the Chief Investment Officer and will assist with the management of a broadly diversified portfolio composed of investments in asset classes that include private investments, public equity, fixed income, hybrid credit, and alternative strategies.

Assignments and duties of the Senior Investment Professional include, but are not limited to, the following:

- Conceptualizing, executing, and evaluating investment strategies across private equity, public and private credit, alternative strategies and public market investments. Continually exploring, identifying, evaluating, and recommending new investment opportunities and managers.
- Incorporating strong quantitative and qualitative analysis while evaluating investment strategies, performance, and processes.

- Developing investment recommendation memos for review and refinement by the Chief Investment Officer for presentation to the Investment Committee of the Board of Trustees.
- Taking an active leadership role in ongoing investment management and risk management and contributing to the asset allocation and risk allocation process for the entire portfolio.
- Detailed monitoring and evaluation of existing investments and investment managers through continuous review of portfolio analytics, manager meetings, and manager communications on a regular basis.
- Mentoring & development of junior team members and working with the Director of Investment Operations on operational due diligence.
- Staying abreast of market conditions and developments that may affect the Foundation's investment holdings and providing recommendations to the Chief Investment Officer on how to navigate these events.
- Participating in the institutional investment community, representing the Foundation, maintaining relationships, sharing information, and assessing trends.
- Supporting the Chief Investment Officer in all aspects of Investment Committee relations, presentation preparation, asset allocation, and liquidity management.
- Working with colleagues on continuously developing and following the best practices and procedures for investment monitoring, analysis, and reporting.
- Adhering to and ensuring compliance with the Foundation's investment policy; Code of Conduct; the investment team's policies and procedures; and all relevant legal, regulatory, and ethical standards.
- Traveling both within and outside the U.S. to meet with existing and prospective managers, and to attend annual meetings, and conferences.

EDUCATION & EXPERIENCE:

The Senior Investment Professional position requires a bachelor's degree or equivalent and fifteen or more years of substantive investment experience. Desirable experience includes the evaluation, monitoring, and selection of private equity, public equity, credit, real estate, and alternative strategies including but not limited to discretionary macro, relative value, commodity trading advisors, and multi-strategy funds. An MBA or CFA is preferred.

KNOWLEDGE AND SKILL REQUIREMENTS:

The Senior Investment Professional position requires a broad knowledge of and passion for investment markets, instruments, and practices.

- Successful applicants will demonstrate strong critical intelligence, analytical and quantitative skills, and a high level of attention to detail. Using these attributes, applicants will be able to conduct and interpret in-depth analyses without losing sight of the larger picture, identify key problems, and suggest solutions.
- Considerable experience sourcing, evaluating and managing investment opportunities within private investments, including buyout, venture capital, and real estate.
- The position requires an individual who is self-motivated, proactive, and has the confidence, courage, and intelligence to develop and promote strong, non-consensus investment recommendations.
- Exceptional communication and listening skills are required to convey ideas and results to colleagues formally and informally, in writing and verbally, in a logical, concise, and coherent manner, and to be highly effective in external interactions.
- Strong team orientation with high energy, excellent interpersonal skills, a passion and talent for mentoring, and the capacity to work productively with colleagues and stakeholders.
- Ability to work independently and as a collaborative team player, as well as under pressure and tight deadlines.
- Maintain the highest ethical standards with honesty and integrity.
- Computer skills should include a strong command of information management applications including Excel and PowerPoint. Familiarity with eVestment, Caissa (MSCI), Venn, and Backstop is an advantage.

The person who will fill this role will be expected to work in the New York City, Rockefeller Center based, office Tuesday – Thursday and may work remotely on Mondays and Fridays except when job related commitments require the person to be in the office.

The Foundation is emphatically committed to diversity, equity, and inclusion in its grant programs and among staff. As such, the Foundation strongly encourages applications

from people of color, people from working class backgrounds, women and LGBTQ people, and members of other marginalized communities.

The salary range for this position is \$300,000 - \$425,000. This pay range represents base pay and excludes any potential bonus incentives or additional benefits.

TO APPLY:

For full consideration for the Senior Investment Professional position, please apply following the directions below:

Required Documents: Resume, Cover Letter (both PDF format)

Email to: hr@sloan.org

Subject Line: [Last Name], [First Name] – Senior Investment Professional

You will be contacted directly should your background and qualifications be a match. Work samples and references may be requested during the interview process.

Thank you and we look forward to hearing from you!