



## Job Description: Investment Associate

*Does the prospect of applying your excellent financial skills working on sports based investment funds at a growing and dynamic social enterprise appeal to you? We are looking for an Investment Associate to join our fund management team. Our team works with major sector bodies in sport to manage projects and loan funds delivering benefit to sport and communities throughout England.*

### Role highlights

- Exciting opportunity to join a growing employee owned social enterprise focused on maximising the positive impact of sport and physical activity on individuals and communities.
- Opportunity to work on interesting projects that result in significant community and social impact with a variety of sports organisations.
- Chance to gain first hand experience of impact investment, playing a key role in its growing application in the sports sector.
- Ideal for an entrepreneurial individual who aspires to progress their career in an emerging field who can fit into a high performing team.
- Based in London or Leeds 2 days per week, with the remaining days remote if required (fully remote considered for outstanding candidates).
- Full time (5 days per week) is preferred although part time will be considered for outstanding candidates.

### The role

The successful candidate will play an important role in our expanding **Fund Management** team. We currently manage £13m under two impact investment funds, Sporting Capital and Club Capital, focused on community sport, physical activity and facilities. We have designed sport focused impact investment funds of over £500m for other sector bodies, and are in the process of developing new funds.

Supporting our Fund Investment Managers you will work across the full fund management lifecycle:

- **Origination:**
  - Helping to develop new investment opportunities from a broad range of sources.
- **Due diligence:**
  - Undertaking assessments (both financial and social) of investment applications, including due diligence and research.
  - Financial modelling – building, interpreting and manipulating financial models to test financial viability.
  - Supporting the preparation and presentation of investment proposals to independent investment committees.
- **Contracting:**
  - Supporting the negotiation of terms and conditions with investees and oversight of preparation of legal documentation.
- **Monitoring and reporting:**
  - Overseeing the performance (financial and social) of investments.

There may also be opportunities to support the design, set up and management of new funds, and also support projects with our Advisory team.



## Skills and experience

You will have at least three years' experience in a finance or investment based role such as impact investment, sports based investment, accountancy, corporate finance or management consultancy.

What is absolutely necessary is an interest in social investment and the wider sports, charity and social enterprise sectors.

### Expected Personal Attributes

- Enthusiastic, self-starter and strong team player.
- Ability to work proactively.
- A willingness to present ideas to peers and senior colleagues.
- An adaptable communication style for engaging a wide range of stakeholders from local community organisations through to national sector bodies.
- Ability to operate in a dynamic working environment, handling multiple tasks and deadlines.
- A highly committed individual with the ambition to take ownership of projects.
- A demonstrable interest in improving the sport for social impact sector, supporting social enterprises and developing the impact investment market.

### Technical Skills and Competencies

- Understanding of business finances and the drivers behind profitability.
- Financial modelling and sensitivity analysis with the ability to interpret and produce full financial statements.
- Business planning and analysis with a good understanding of the key business risks in small organisations.
- Well-developed analytical skills including the ability to assimilate complex information and identify key issues.
- The ability to assess business plans and interpret wider market information.
- An understanding of business advisory services and capital raising methods.
- Strong writing capability and presentation skills.
- Proficient in Microsoft Office especially in Microsoft Excel.

If a candidate does not possess the requested skills and competencies, we would expect rationale as how their skills and experiences could be adapted to address the gaps.

## About us

Sporting Assets is an employee owned enterprise specialising in grassroots sport, community activity and finance. Our mission is to help develop a resilient and impactful Community Sports Sector; we do this by providing a unique offer as both advisors to, and investors in, the community sports sector.

We work across two key areas, **Advisory** and **Fund Management**, and take the learning from each to inform and develop our work in the other.

A key to our growing business is a dynamic, hard working team within a supportive environment, along with an opportunity to gain a shareholding for those that go consistently 'above and beyond'.

Sporting Assets is part of The Finance For Sustainability Group, a group of social enterprises that collectively manage over £60m of Impact Investment Funds and have advised on over 100 impact investment assignments across sport,



the environment, arts and heritage, as well as creating new pieces of market infrastructure for the wider impact investment market. <https://financeforsustainability.co.uk/>

### **Compensation and location details**

- Salary up to £35,000 p.a. with discretionary bonus of up to 30% of base pay, plus statutory pension contribution
- Full time (5 days per week) is preferred although part time will be considered for outstanding candidates
- 25 days flexible holiday plus 2-3 days free at Christmas (plus English bank holidays)
- Flexible home working arrangements
- Potential to become a shareholder in the future
- Learning and continuous improvement is core to how we support staff develop. Support is provided for individual development, through external training and coaching from members of the executive team.
- Opportunity to progress rapidly in a growing business and dynamic team

We have an office in London and are currently exploring a new space in Leeds. It is envisaged that the role will be semi-flexible, with at least 2 days per week attendance required in our London Vauxhall or Leeds office. The remaining days can be worked remotely if required. We will consider the role being worked fully remote for outstanding candidates.

When appropriate to do so, it is expected there will be some travel and overnight stays.

### **Application and Interview Process**

Interested candidates should send a CV and covering letter detailing their interest in Sporting Assets and relevant experience to: [recruitment@sportingassets.co.uk](mailto:recruitment@sportingassets.co.uk)

Please include in your cover letter your preferred location, London or Leeds.

Closing date for applications 8 October 2021

- 1st Round Interviews to be held w/c 18 October 2021
- 2nd Round Interviews to be held w/c 1 November 2021

All candidates are required to hold the relevant Visas/Work Permits.

