

# Senior Investment Manager

## Job Description

06 January 2023

## Introduction

Thank you for considering this role at Fair4All Finance. As we continue our exciting growth plans in 2023 to deliver on our ambitious goals and refreshed strategy, we're looking for an exceptional investment professional to join our growing team.

You will be joining a collaborative and purpose-driven team overseen by a committed board. Our team is drawn from a range of backgrounds spanning leaders and changemakers across the Financial Services and Social Purpose sectors. The reach and influence of our team makes this an exciting place to work and enables us to engage important stakeholders at the highest levels.

We have put together this job pack to give you some insight about us and what it is like to work here, as well as some understanding about the role we have on offer and the skills and experience we are looking for.

## About Fair4All Finance

**Fair4All Finance is a not for profit organisation founded in 2019 to improve the financial wellbeing of people in vulnerable circumstances by increasing access to fair, affordable and appropriate financial products and services.**

We are funded from the Dormant Assets Scheme. The scheme is led by the financial industry and backed by the UK government. This makes it possible for money in dormant bank and building society accounts to be used to help good causes.

There are at least 17.5m people in the UK in vulnerable financial circumstances, who are poorly served or unfairly excluded from mainstream financial services. That's nearly a third of all adults in the UK.

**Our vision** is of a society where the long term financial wellbeing of all people is supported by a fair and accessible financial sector.

Our three strategic priorities are:

- **Expand the provision on affordable credit** so that the availability of affordable credit increases x10 and provision can be delivered sustainably at the scale required to meet customer needs
- **Partner with mainstream banks and financial services to increase provision of services** so that mainstream financial services serve customers in vulnerable circumstances, either directly or through funding other providers
- **Develop new products and services to address market gaps** so that the right products exist to meet the different needs of people in vulnerable circumstances and systems are in place to support ongoing product development for these customers

You can find more information on us and our work at [www.fair4allfinance.org.uk](http://www.fair4allfinance.org.uk).

# Senior Investment Manager

**Location** Flexible, the role-holder will be expected to spend regular time (1-2 days per week) in our London office, and at client meetings nationwide; with flexibility on working from home at other times

**Accountable to** Investment Director

**Terms** Permanent, full-time role, open to and supportive of flexible working  
Salary: £65,000-£72,000 per annum  
All applicants must have an existing Right to Work in the UK

## Role purpose

This is a brilliant opportunity to join a dynamic team with a mission of transforming the provision of financial services for people in financially vulnerable circumstances. At Fair4All Finance we are making direct investments (£30m+ to date) into community finance providers and social fintechs to support their growth and future sustainability, and working closely with diverse commercial investors, as a key part of our strategy to scale up the provision of affordable credit.

We have several exciting investment opportunities underway, including:

- Making and managing equity-like investments into community financial providers to scale up their provision of affordable credit - including Fair for You and Salad ([our case study here](#) gives a good overview)
- Working in partnership with mainstream finance providers and other investors ([our recent industry roundtable](#) is an example of this)
- Investing in early-stage tech companies which serve the community finance sector

The wider Fair4All Finance team works collaboratively on other strategic priorities, including supporting new initiatives such as our innovative No Interest Loans Scheme pilot (NILS).

We are looking for an exceptional, experienced candidate with very strong commercial acumen and direct investment experience. We are interested in hearing from candidates whose experience is from venture capital or commercial finance.

This senior investment manager position is a new role in our team, reflecting our increasing work with

commercial investors and a diverse range of lenders. The role will involve leading due diligence and building a strong investment case for future investments, including in social fintechs and commercial ventures, managing a small portfolio of existing investments, and working closely with potential co-investors. The successful candidate will be as comfortable meeting with senior teams at mainstream banks as they are rolling up their sleeves to deliver on the day-to-day mechanics of investments. They will share our passion for improving people’s lives through the transformation of the financial services sector, will be enthusiastic, proactive and enjoy working collaboratively with a diverse team.

## Your responsibilities

**In this role your focus will likely be split across some key areas of work:**

### **Due diligence and portfolio management, 40%**

- Lead due diligence on potential equity and debt investments into affordable credit providers, social fintechs, commercial organisations and other investment opportunities as may arise; making clear and evidenced recommendations to the Finance, Grants and Investment committee
- Structuring equity and debt investments. This role will have a focus on working with community finance providers and other organisations which are ready for commercial investment, supporting their capital structuring and sustainable funding strategy. Our own investments are focused on supporting systemic change – balancing meeting subsidy rules around no undue private benefit with leveraging the additional investment which is needed by community finance providers, social fintechs and others
- Investment management of several strategic social investments, including: establishing and maintaining excellent, trusting client relationships, regular monitoring of financial and social impact performance, and holding observer roles on investee boards

### **Investor engagement: Supporting fundraising, 40%**

- Engage with banks, existing social investors and other potential co-investors – to leverage in additional support for the community finance sector and support the set-up of sustainable fund structures

### **Other, 20%**

- Lead on strategically important investment projects and support other aspects of our wider work as needed
- Manage a small team

## Person specification

### Essential experience and capabilities

To be successful you will need:

- Strong investment background with good commercial acumen and strong analytical skills – experience ideally from venture capital or commercial finance, given the potential co-investors we work with
- Direct experience of making and managing commercial investments into SMEs. Deal execution capability, including evidence of negotiating investment terms and legal documents with investees, co-investors and prospective funders
- To be an excellent communicator, able to represent Fair4All Finance with senior stakeholders and be great at building relationships at all levels
- Creative thinker, able to deal with complexity and uncertainty and work under your own initiative

### Desirable experience and capabilities

It would be great if you also:

- Have regulated fund management experience and/or FCA ‘approved person’

## Terms of employment

All applicants must have an existing Right to Work in the UK.

**Fair4All Finance is committed to being a diverse organisation that is truly representative of the people and communities we serve.** We are an equal opportunities employer with an inclusive environment where different experiences, expertise and perspectives are valued, where everyone is encouraged to grow and develop and all team members can contribute to their fullest potential.

Applications are welcome from people of any age, sex, gender identity, disability, marriage or civil partnership, pregnancy and maternity, religion or belief, race, sexual orientation, transgender status or social economic background. We are determined to ensure that all team members and applicants receive fair and equitable treatment or are not disadvantaged by any inappropriate conditions or requirements being placed on them.

When we are recruiting, we actively seek to reach a diverse pool of candidates. We are happy to consider any reasonable adjustments that potential team members may need to be successful. We recognise the importance of a good balance between work and home life, so we do everything we reasonably can to accommodate flexible working.

## Applications

Please apply through Careers4change: <https://careers4change.com/jobs/senior-investment-manager-fair4all-finance/>

Interviews will be held on 8<sup>th</sup>- 9<sup>th</sup> February 2023.

Fair4All Finance is engaging Careers4change (C4C) for this role. As advocates for fair hiring, actions will be taken to minimise bias and increase inclusivity, this includes: anonymising applicant answers and CVs as part of the sift process, monitoring diversity of candidates at the different stages, reviewing the composition of our interview panels and ensuring consistent candidate assessment throughout.

## Our values

### Fair

We're impartial, open and rigorous in making sure our work has the right impact. We share a strong sense of fairness and we're determined to make the system work better for everyone.

### Inclusive

We value diversity and difference. We also recognise the financial system has a disproportionate impact on those excluded, so we'll work doubly hard to ensure their voices and insights are reflected in our team and inform our work.

### Bold

The problems we're tackling require bold solutions and we won't shy away from being radical. We're prepared to take considered risks in order to make a difference.

### Compassionate

We believe in treating everyone with dignity and respect, and we work with empathy to consider the needs of everyone we interact with. We take care in communicating the hard choices we'll inevitably have to make.

### Collaborative

We know we can't change the system on our own and we don't have all the answers. So we work in partnership with inspiring organisations as together we're stronger.

## Our Benefits

We know that thoughtful and progressive treatment of people in their work creates mutually positive benefits. To deliver on our ground-breaking work we need to have a team that can deliver outstanding work and our benefits strategy supports this goal.

We created a benefits package that enables a culture where people thrive and to:

- enable people to manage their time to maintain a healthy balance with a focus on outcomes rather than hours
- provide support for people to sustain their financial, physical, and mental health
- enable people at different life stages to support those they care for and give back to their communities

## Financial security

We believe that our financial benefits offering should enhance people's financial wellbeing and resilience. We want to encourage a savings habit, provide income resilience to cover life shocks or life events such as family or caring responsibilities and retirement.

Benefit	Details
<b>Pension</b>	A competitive contributory pension, with employer contribution matching 2:1
<b>Insurance policies</b>	Life assurance, critical illness, and income protection to give you reassurance for any unforeseen ill health problems and to look after your family's financial future
<b>Loan</b>	Payroll savings and interest free cost spreading loans to smooth any lump payments and give financial reassurance (implementation in progress)
<b>Family leave</b>	Enhanced and equalised maternity, shared parental and adoption leave and enhanced paternity leave

## Health and wellbeing

We want to ensure that our team can easily access everyday healthcare for mental and physical health and at a low personal cost. We encourage and support our people to proactively manage their health. Our health cash plan also covers your dependents and an option to add other members.

Benefit	Details
<b>Health cash plan</b>	<ul style="list-style-type: none"> <li>• Reimbursement for everyday health costs such as eye care, dental, access to X-rays and physiotherapy, in addition to a range of alternative treatments such as acupuncture, and specialist consultations</li> </ul>
<b>Health &amp; Wellbeing Resource Hub (including Employee</b>	<ul style="list-style-type: none"> <li>• Access to discounted gym membership, health assessments and NHS approved app to support mental and physical health</li> </ul>

<b>Assistance Programme)</b>	<ul style="list-style-type: none"> <li>• 24-hour confidential helpline for financial, health or legal advice</li> <li>• 24-hour access to a GP with a prescription service</li> <li>• Rewards scheme, offering discounts on brands</li> </ul>
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## Holidays

Taking appropriate time off to recuperate and balance is a key part of our health and wellbeing strategy. Everyone is entitled to the same amount of enhanced company holiday regardless of their role or length of service.

Benefit	Details
<b>Holiday allowance</b>	27 days holiday plus bank holidays (pro rata)
<b>Additional holiday</b>	Buy up to 10 days additional holiday (pro rata)
<b>Selling holiday</b>	Sell up to 5 days holiday (pro rata)

## Agile working

We recognise the importance of having a great balance between home and work responsibilities, so we do everything we can to support flexible working. Flexible working arrangements are something that we discuss collaboratively before any arrangements are agreed by your manager.

Benefit	Detail
<b>Flexible arrangements</b>	<ul style="list-style-type: none"> <li>• Flexible or hybrid remote/home and office working</li> <li>• Compressed or part time hours including 4-day week and 9-day fortnight</li> <li>• Informal flexible arrangement around core hours of 10.00am – 4.00pm</li> </ul>
<b>Moments that matter</b>	<ul style="list-style-type: none"> <li>• Time off to care for dependants</li> <li>• Time off for IVF and family planning</li> </ul>

## Reflection, learning and development

We are invested in your learning and development, and we expect you to be too. Our approach reflects what we know to be most effective, and we've adopted a 70:20:10 approach. 10% of our learning will be formal learning, 20% through coaching and independent learning and 70% through application in our

roles.

We also set aside 2 days a month as a team, to create space for reset and reflection, where we intentionally plan 'sit back' time for reflection, planning and to take time away from screens where possible