



Edgehill Endowment Partners  
Senior Investment Analyst  
July 2016

## **Who are we?**

Edgehill Endowment Partners (“Edgehill”) is an Outsourced Chief Investment Officer (“OCIO”) located in New Haven, CT. The firm invests the endowments of colleges and foundations which do not have their own dedicated investment staff. Edgehill invests its client’s portfolios globally across a broad range of asset classes and strategies including: global public equity, hedge funds, private equity, venture capital, real estate, resources and fixed income. Edgehill was founded in 2013 by Managing Partners Ellen Shuman and Nina Scherago, each of whom have over 25 years of experience investing on behalf of pre-eminent institutions including Carnegie Corporation of New York, Howard Hughes Medical Institute, The Investment Fund for Foundations (TIFF) and Yale University. See Edgehill’s website at [www.edgehillendowment.com](http://www.edgehillendowment.com).

## **What will you do as a Senior Investment Analyst?**

The Senior Investment Analyst will provide support to the senior investment and operations team and have the following key responsibilities:

- Work under the direction of the senior investment staff to evaluate new investment strategies and managers.
- Track absolute and relative monthly/quarterly performance of all managers in portfolio. Monitor market values and cash flows to/from managers.
- Perform investment analysis for client portfolios. Analyze historical returns and investment trends both domestically and abroad, monitor current market conditions to help assess relative attractiveness of investment opportunities. Conduct detailed performance and portfolio analytics.
- Assist in the preparation of quarterly portfolio and market reviews of managers; evaluate existing portfolio returns and underlying fund holdings. Present findings to investment team.
- Create PowerPoint presentations for investment committees and board members of Edgehill’s clients
- Assist with administrative, operational or other projects as needed.

The Senior Investment Analyst position provides an excellent opportunity to gain exposure to investments across a range of asset classes, including global equity in developed and emerging markets, hedge funds, private equity including buyouts, venture, real estate and energy, and fixed income.



## **Who are we looking for?**

The ideal candidate is a self-starter and a hard worker who can work independently as well as contribute to a team. An individual should possess a passion for investing, intellectual curiosity, and the desire to work on behalf of mission-based organizations.

Competencies include:

- Well-developed quantitative and analytical skills with strong grounding in investment concepts (e.g. capital markets, statistical analyses).
- Working knowledge of financial statement accounting and analysis.
- Advanced Excel modeling skills and familiarity with PowerPoint, Access, Bloomberg and aptitude to learn other database tools and concepts.
- Ability to work independently, ask questions and use judgment. Ability to communicate concepts and distill information in an efficient, user-friendly manner is especially important.
- Strong attention to detail.
- Exceptional interpersonal and presentation skills.
- Willingness to make a two-year commitment to Edgehill.
- Willingness to travel.

The Senior Investment Analyst must enjoy working closely within a small team and be committed to serving Edgehill's clients. If you are interested in investment and endowment management, this is a unique opportunity to work at a growing and dynamic investment firm where every individual makes an important contribution.

Candidates should have two or more years of work experience, ideally in a commercial or investment bank, or in an investment management, consulting or accounting firm. Edgehill welcomes candidates from any academic major or background. Individuals must be legally eligible to work in the United States.

## **How do you apply?**

Interested candidates should submit a cover letter explaining their interest and qualifications, and a resume, to [hr@edgehillendowment.com](mailto:hr@edgehillendowment.com). Review of applications will begin immediately and continue until the position is filled. Edgehill offers a competitive compensation package that will be commensurate with experience. Edgehill is an equal opportunity employer.