



Position: Equities Investment Professional

Location: Boston

Firm: TIFF manages \$7 billion for about 500 US non-profits

Culture: mission-driven, cross-disciplinary, intellectually rigorous approach

Organizational Overview

The Investment Fund for Foundations was founded in 1991 by a foundation collaborative headed by the John D. and Catherine T. MacArthur Foundation and the Rockefeller Foundation. Their aim was to improve the endowment returns of charitable organizations that could not afford a chief investment officer or internal investment staff. Today, the organization is known simply as TIFF. Since its inception, TIFF has served the non-profit community exclusively. TIFF Advisory Services (TAS), created in 1993, is a regulated advisory firm that administers investment vehicles bearing the TIFF name. As of June 30, 2020, TAS and its affiliates stewarded about \$7 billion. TIFF's mission, credo and board membership can be found at www.tiff.org.

Job Description

The Equities Investment Professional will work on all aspects of portfolio construction and ongoing management of our marketable equity investments, the largest component of our comprehensive portfolios. Specific projects will include contributions to investment manager selection and evaluation, risk analysis, exposure analysis and evaluation of individual securities. Over time, responsibilities will include sourcing new ideas, presenting to internal management and external clients as well as drafting memos and written summaries of the strategic rationale supporting portfolio adjustments, performance and attribution. We manage a global portfolio with large allocations in foreign markets. We also place a high value on direct primary research. As a result, the role will likely require travel for approximately one week per month (post COVID). The position will report to the Managing Director who leads the equity team. While the focus will be equities, this role will include contributions to other asset classes, most likely hedge funds and real estate, as well as the overall portfolio.

Qualifications

Ideal candidates for this mid/senior level position will have between three and ten years of experience in investment management in either an endowment, foundation, family office or direct investing format. Successful candidates will be proficient in financial modeling, evaluation of returns, communicating complicated ideas clearly and concisely, both orally and in writing, and managing time wisely. Our team values results, creativity, and candor. Successful candidates will be self-starters who are comfortable working in a relatively flat organization mostly free of bureaucracy and micromanagement.

Location

This position will be located at TIFF's office in Boston's Financial District.

To Apply

Please send a resume and cover letter explaining your qualifications and your interest in the position to: humanresources@tiff.org. In your cover letter, please include a description of a great, current investment opportunity and tell us why you like it.