



Job Description – Impact Investment Director

Based in Oxford or London. This full time, permanent role reports directly to the CEO. Competitive salary plus benefits.

About Social Tech Trust

Social Tech Trust is at an exciting stage. With a clear purpose to transform lives with tech, the dedication of our expert team, a supportive Board, and a strong portfolio of social tech start-ups, we're ready to scale our impact.

In pursuit of our vision of a world where social transformation is the driving force behind tech, we've already invested more than £30 million in over 750 socially motivated initiatives. Now, with the backing of the Department of Digital, Culture, Media and Sport (DCMS), we are developing the Social Tech Venture Fund to provide ventures with the longer-term support they need.

Social Tech Trust has a decade of experience in developing pioneering approaches to understanding social tech's impact. We're seeking to appoint an exceptional candidate as our new Impact Investment Director. The successful candidate will be highly motivated, experienced in venture capital, with a strong track record of making, managing and successfully exiting equity investments.

The Impact Investment Director will report to the CEO and will play a lead role in developing our investment function, including establishing our new investment fund in partnership with DCMS. They will be a strong advocate of our vision and be responsible for working with the CEO to raise the fund and lead our equity investments into purpose driven tech ventures.

This is a fantastic opportunity for somebody with excellent investment credentials who is looking to use their previous skills and experience to build a new investment function with the purpose to change lives with tech.

About this role

The successful candidate will play a lead role developing the Trust's investment function, including establishing and launching our new venture fund to further the Trust's vision. The Impact Investment Director will build our portfolio of equity investments and manage them through to successful exits, delivering shared financial and social returns.

Key responsibilities

- Develop a sector-leading investment function to further the Trust's vision of "a world where social transformation is the driving force behind tech"
- Work with the CEO to develop, evaluate and implement investment strategies to further the Trust's vision
- Act as a leader for our investment function, building stakeholder relationships and ensuring partners and investors have a comprehensive understanding of the scope, capacity and achievements of the Trust



- Deliver the financial modelling of the Trust's fund(s) and other investment vehicles
- Develop and deliver the Trust's fundraising strategy to support our investment plans
- Actively build and manage a portfolio of equity investments, including leading on: due diligence and execution of new investments; social impact assessments; presentations to the Investment Committee and fulfilling all monitoring and performance requirements as set out by the Trust and investors
- Provide financial scrutiny through detailed due diligence of all potential investments to ensure that the Trust optimises the social and financial value of investments made
- Ensure that the governance and compliance requirements of the Trust's investment activities are met, working in partnership with our advisors where required
- Work with the Operations Manager and fund administrators to inform the effective development of the investment administration and reporting systems
- Produce high-quality strategic reviews for the firm's leadership and board on the performance of the portfolio and investment vehicles, together with specific actions to ensure the effective and timely resolutions of any issues in a timely fashion
- Manage the investment portfolio on an ongoing basis to support the ventures to maximise their social impact through sustainable growth, including through: developing their business models; brokering partnerships with customers and channels to users; helping them to deliver and evidence their social impact and identifying opportunities for further investment
- Work with the wider team to develop and manage initiatives which support our investment function, including our: impact measurement framework; technical assistance programme; and governance framework
- Raise awareness of the Trust and advocate its vision through engaging with key stakeholders and targeted networks, including representing the Trust at meetings and events
- Other tasks in support of the Trust where required

Person specification

The ideal candidate will be a highly experienced investment professional who is motivated by a deep commitment to use their experience to make a positive impact on people's lives. They will be inspired by the opportunity to join the Trust as we establish a new, sector-leading investment function and launch our first investment fund. They will be an entrepreneurial and proactive team player with an analytical mind, a talent for relationship building, and the ability to manage multiple priorities.

Essential

- A shared belief in Social Tech Trust's vision of a world where social transformation is the driving force behind tech
- Investment experience at a venture capital, private equity, impact investment or similar financial institution with demonstrable experience in deal sourcing, execution and portfolio engagement
- Minimum of ten-years of applicable career and / or graduate school experience
- Strong understanding of tech and making tech investments
- Proven experience of successfully fundraising for venture funds



- Knowledge and understanding of how to apply impact measurements methodologies when making investments
- Proven ability to build and manage a highly diverse portfolio across multiple sectors or areas of impact to achieve social and financial goals
- Deal sourcing, due diligence and execution experience
- Detailed understanding of using financial modelling methodologies and metrics to inform strategy and business planning
- A strong understanding of social investment and/or impact investing
- A strong understanding of the importance of governance and compliance
- Excellent research, analytical and numerical skills
- Strong written and verbal communication skills; able to articulate complex ideas and put across recommendations with confidence to a variety of audiences
- Proven ability to work collaboratively as part of a small team
- Action-oriented work ethic
- High attention to detail with a drive for excellence

Desirable

- Professional qualifications in finance or other relevant fields

How to apply

To apply for the role of Impact Investment Director, please send your CV, together with a covering letter (maximum two sides of A4) to **Theana Greenfield** at **hello@socialtechtrust.org**

The closing date for applications is **3rd June 2019**. Initial interviews will take place **week commencing 10th June 2019**.

Please ensure that your cover letter addresses how you meet the requirements of the role as defined in the person specification.

Please provide the names, positions, organisations and telephone contact numbers of two referees relevant to this role. References will only be taken with your permission, once your application has progressed to offer stage.

If you have queries about any aspect of the appointment process or would like additional information, please contact **Theana Greenfield** at **hello@socialtechtrust.org**