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# Example of Investment Director Job Description

Our company is looking to fill the role of investment director. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for investment director

* Develop close working relationships with business developers and relationship managers
* Build relationships with investors and other actors working on or considering climate mission investing
* Work closely with mission investors (e.g., foundation investment teams, family offices, and specialized firms), foundation program staff (i.e., program officers), and ClimateWorks staff to proactively source investment opportunities that have the greatest potential impact on climate mitigation
* Manage a research agenda (including the Director’s own research and the commissioning and management of third-party inputs) on policy, markets, trends, and financial structures relevant to clean energy and infrastructure investment
* Collaborate with the ClimateWorks Sustainable Finance team on grant strategies that shift more investment into clean energy and clean infrastructure
* Assist in the analysis of the climate benefits and financial viability of projects as they are considered for further development
* Collaborate with development finance institutions, aid agencies, and relevant multilateral and other international organizations to identify where mission investments can play a key additive role in unlocking additional financing
* Work with other project team members to conduct analyses (e.g., financial due diligence, climate impact assessment, screening for harmonization with specific policies, technical assistance programs, grant-based advocacy strategies, ) for other projects on an as needed basis
* Convene colleagues and leaders on a regular basis
* Engage in the CVC projects in North America include but not limit to DD, negotiation

## Qualifications for investment director

* Result driven, transparent among team members and pleasant to work with
* Masters’ Degree with focus on Quantitative Discipline
* 5-10 years of Fixed Income and Equity Managed Accounts Experience, specifically experience troubleshooting and managing complex Fixed Income projects to completion with multiple dependencies
* 3 to 5 years of direct Managed Accounts (FI and Equity) experience
* Competency with various Fixed Income and Equity trading custodial systems
* Taxable and Municipal portfolio construction, listed and over the counter (OTC) trading experience on multiple trading platforms