



## Investment Analyst

Montreal, Toronto or Vancouver

### Join our Team

Are you eager to join a dynamic, forward-thinking team? Do you want to design customized financial solutions for affordable housing providers and impact-driven social enterprises, charities, non-profits, and co-operatives that deliver meaningful social, environmental, and financial benefits to communities across Canada? Are you passionate about financing the acquisition and development of affordable housing by non-profits to preserve and create affordable homes nationwide? If you're driven to create lasting value for communities, this could be the perfect opportunity for you!

### About New Market Funds

We are an [ImpactAssets50](#) manager and [Certified B Corp](#) company.

New Market Funds (NMF) is a multi-fund impact investment fund manager. We have a mission to deliver investment opportunities, in the form of equity and loans, that have a lasting benefit for communities and concentrate our efforts on community-focused real estate development and lending. We are a values-driven, innovative resource for social enterprises, co-operatives, and non-profits.

We envision a new market in which investment capital seeks to create value that includes clear social and environmental outcomes as well as financial returns. We do this by living our values in our work every day. We are guided by our principles of building strong communities, creating a positive workplace in which everyone feels welcomed and empowered, working towards Reconciliation with Indigenous peoples and implementing the recommendations of the Truth and Reconciliation Commission, and building an impact legacy.

The New Market Funds platform includes NMF Rental Housing Fund I and II, the Community Forward Fund, Canadian Co-operative Investment Fund, New Commons Development and New Commons Housing Trust.

### Summary of Position

The Investment Analyst (the "Analyst") will be based in Montreal, Toronto or Vancouver. The Analyst will work on the analysis of investments across the NMF platform, focusing on NMF Rental Housing Funds, New Commons Housing Trust, Community Forward Fund, and the Canadian Cooperative Investment Fund, as well as development projects through New Commons Development.

### Job Responsibilities

*The Analyst will be responsible for:*

- Financial, operational, and governance analysis of proposed investments and developments, assessing risk and with the support of the team, providing analysis and conclusions;
- Assessment, impact measurement, and reporting of social and environmental impacts of investments;

- Support the team's deal sourcing, including initial conversations with potential investees, borrowers, and brokers;
- Assist in the development, interpretation, and communication of financial models underpinning potential affordable housing investments, acquisitions, and developments;
- Work with the team to structure investment terms;
- Support the preparation of investment memorandums for new deals and present the analysis and conclusions to the Funds' investment committees;
- Effective communications internally relating to potential investments, preparation of board reporting, and externally to investees and stakeholders, including investors, financing partners, investees, borrowers, and brokers;
- Reviews of existing portfolio investments for quarterly compliance, and with the support of management, analysis of investees' requests and restructuring recommendations as needed;
- Improve and develop new processes and templates to streamline and standardize the deal evaluation process.

## **Qualifications and Knowledge**

### *Required skills and experience:*

- Excellent verbal and written communication skills in English;
- 2-4 years of relevant work experience in impact investing, small business or commercial lending, venture investing or investment banking, or equivalent;
- Experience in financial analysis, financial modelling, portfolio analysis / management and forecasting;

### *A successful candidate will also possess the following qualities and qualifications, which are considered an asset, though not required:*

- Undergraduate degree in commerce, finance, or a related discipline;
- CFA, CPA, or MBA (or progress towards either designation);
- Strong verbal and written communication skills in French;
- Experience in real estate acquisitions and/or development and/or affordable housing;
- Interest in leveraging the power of finance to create financing solutions for social purpose organizations and affordable housing providers that enable them to grow and better serve their communities;
- Awareness, knowledge and interest in social inclusion, social equity, and addressing the legacy of colonization through their work and in their community;
- Highly motivated, takes initiative and has a strong interest in continuing to learn;
- Demonstrated organizational skills, and the ability to prioritize in a demanding, high-paced environment and able to work effectively independently as required;
- High sense of ownership of assignments and their work and ability to deliver on time;
- Demonstrated engagement in their local communities or on social or environmental issues more broadly, whether through volunteering, work, or other experience;
- Strong interpersonal skills with the ability to interact with colleagues at all levels and cultivate key partnerships to work collaboratively with both internal and external stakeholders.



### **Compensation and Benefits**

NMF will provide a professional and rewarding working environment with the opportunity for career growth and expects the salary to range between \$75,000 - \$80,000 for the right candidate, commensurate with experience. Other benefits include an extended health and dental benefits plan, phone allowance, wellness allowance, professional development allowance, and eligibility to join the New Market Funds Team Ownership Plan.

### **How to Apply**

If you are interested in this exciting opportunity, please send your cover letter and resume to [info@newmarketfunds.ca](mailto:info@newmarketfunds.ca) with the subject line '*Investment Analyst [City] – [Your Name]*', indicating the position and the city you are applying to (Montreal, Toronto, or Vancouver). Applications are due by **April 17, 2025**, and interviews will be conducted on a rolling basis until the ideal candidate is selected.

### **Equal Employment Opportunity**

NMF is committed to equity in employment, diversity in our team, meaningful reconciliation, and social inclusion. We welcome and encourage applications across any race, colour, Indigenous status, religion, sex, sexual orientation, gender identity, national origin, disability, protected veteran status, or any other legally protected factors. If you are an applicant with a disability and require accommodation during the hiring process, please contact us.

We thank all applicants for their interest, however, only those selected for an interview will be contacted.