

## Investment Analyst

Location: Vancouver, Toronto or Montreal

### 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 dedicated to creating lasting benefits for communities across Canada. Our mission is to deliver investment opportunities, in the form of equity and loans, that generate financial, social and environmental returns. We focus on community real estate development and lending, supporting projects with non-profit, co-operative, and social enterprises.

We envision a market where investment capital creates value that includes clear social and environmental outcomes alongside financial returns. We do this by living our values in our work every day. We are guided by our principles of building strong communities, fostering an inclusive and supportive workplace where everyone feels welcomed and empowered, and building a lasting impact legacy.

The New Market Funds platform includes **NMF Rental Housing Fund I and II, Community Forward Fund, Canadian Co-operative Investment Fund, New Commons Development, and New Commons Housing Trust**. Our team is based across offices in Vancouver, Toronto, and Montreal.

### About the Position

The Investment Analyst will be based in Montreal, Toronto or Vancouver. The Analyst will work on the analysis of investments across the NMF platform, focusing on the 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.

### Key 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 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;
- Preparation of quarterly reporting to investors and the board;
- Improve and develop new processes and templates to streamline and standardize the deal evaluation process.

## Qualifications & Experience

*Required skills and experience:*

- 1-3 years of relevant work experience in impact investing, small business or commercial lending, venture investing, investment banking, or equivalent;
- Experience in financial analysis, financial modelling, portfolio analysis / management and forecasting;
- Excellent verbal and written communication skills in English.

*Strongly Preferred*

- Professional fluency in both English and French (written and verbal).

*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);
- 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.

We know that people from underrepresented groups often hesitate to apply unless they meet 100% of the qualifications. If this role excites you and you believe you could thrive in it, we strongly encourage you to apply, even if your experience doesn't perfectly match every qualification. We'd love to hear from you.

## Compensation and Benefits

NMF will provide a professional and rewarding working environment with the opportunity for career growth. The compensation and benefits for this role include:

- Competitive salary range: \$75,000 - \$85,000, commensurate with experience;
- Three weeks of vacation per calendar year, with increased vacation entitlements over time;
- Two floating holidays and three personal days;
- Half-day Fridays between Victoria Day and Labour Day and holiday closure between Christmas and New Years;
- Extended health and benefits plan;
- Phone, wellness, and professional development allowances; and
- Eligibility after two years to join the New Market Funds Team Ownership Plan.

## How to Apply

If you are interested in this exciting opportunity, please send a thoughtful cover letter and resume in a single PDF to [careers@newmarketfunds.ca](mailto:careers@newmarketfunds.ca) with the subject line '*Investment Analyst – [Your Name]*'. Applications are due Sunday May 17, 2026 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.