



Soos Global Capital

Senior Business Development and Investor Relations Role

Job description:

- Soos Global's fundamental operating principles of unequivocal integrity, honesty and professionalism in assuring optimal client experience are the foundation upon which all roles at Soos Global are built.
- Senior Business Development role with primary focus on soliciting AUM from new investors and increasing AUM from existing investors.
- Ongoing management of investor relations with the goal to retain investors and nurture long term relationships.
- Arrange marketing meetings and other events to attract new investors, including CIO as appropriate.
- Attend events with existing investors hosted by the CIO, both in person and online, as a way to becoming integral to the investment process, the investor experience, and the marketing and asset-raising process.
- Contribute meaningfully to all aspects of Soos Global's business, including frequent emails/calls to discuss global markets and risks, in addition to sharing insights from industry best-practices, investor and prospect feedback, and other sources of constructive ideas.
- Assist in creating "Global-Macro-Thematic-Opportunities Review Committee" (GMTO-RC) consisting of outside participants with noteworthy credentials, and manage periodic meetings to discuss global market outlooks, general portfolio risk considerations, etc.
- Have all requisite regulatory licenses, and updates as required.
- Oversee admin assistant re the on-boarding of new investors to ensure 'customer-friendly', efficient and smooth experience.
- Attend periodic Compliance training as required by Soos Global and its Compliance officer.
- Contribute to and help maintain Soos Global's logs and email summaries of prospecting calls using Soos Global email and file sharing system (eg: Google Apps for Business).
- More detail upon request.....