

Universities Academic Pension Plan (UAPP) is searching for a **Chief Investment Officer** to join our diverse, purpose-driven team. At UAPP, we believe in fostering an environment that is collaborative and inclusive where employees are valued and treated as a vital resource.

UAPP's core purpose is to provide guaranteed lifetime pensions to those doing the crucial work of educating Alberta's future leaders at this province's outstanding universities. Our mission is to provide high quality, cost effective pension benefits administration services, optimize long-term investment returns, provide effective communications, and practice effective governance in pursuit of this purpose. Our team is comprised of hard-working and talented individuals who come together as a cohesive unit, striving each day to provide secure and sustainable pensions to our members by delivering high quality services to stakeholders, prudent investments, cost consciousness, and effective risk management from a culture of discipline, determination, accountability, and integrity.

This position reports to the Chief Executive Officer and collaborates with other members of the UAPP team. The position has oversight responsibility for aspects related to the plan's investments with a focus on policy development, risk oversight, and Board engagement, as well as assisting the Chief Executive Officer in general strategic management of investments. The position coordinates the development of UAPP's investment policies and programs and undertakes related monitoring and due diligence. The primary responsibilities of this position are to:

Investment Oversight

- Work with external investment managers to ensure the Board's investment policies are implemented effectively.
- Monitor investment performance and risk relative to benchmarks, policy guidelines, and long-term objectives.
- Apprise the Board on market developments affecting UAPP.
- Coordinate development of internal tools to monitor various measures of pension risk.
- Develop internal dashboards and tools to monitor investment performance, risk exposures, liquidity, and other key metrics.
- Engage with external investment managers to review mandates, investment process, risk controls, fees, and reporting.

Investment Policy Development

- Work with the Chief Executive Officer to evaluate risk factors in plan liabilities and assets and recommend an asset allocation and risk tolerance to the Board.
- Develop and recommend sound investment policies for consideration by the Investment Committee and Board.
- Lead the periodic review of UAPP's Statement of Investment Policies and Goals.
- Evaluate alternative approaches to meet UAPP's investment goals on an ongoing basis.
- Stay current on developments in the investment industry and the regulatory landscape that may impact the Statement of Investment Policies and Goals.
- Lead research into investment management strategies to increase fund rate of return, reduce risk, and reduce costs for investment-related initiatives and projects.
- Oversee asset liability studies in support of asset mix and risk allocation recommendations.

- ▣ Develop UAPP's climate change and responsible investment framework to effectively manage climate-related risks and opportunities that align with investment and governance practices.

Internal and External Reporting

- ▣ Prepare regular investment updates and contribute to the Chief Executive Officer's agenda planning for the Investment Committee.
- ▣ Execute the investment tasks of the Business Plan.
- ▣ Design and oversee monthly, quarterly, and annual investment reporting to the Board, Investment Committee, and other stakeholders.
- ▣ Lead UAPP's communication strategy relating to investments.
- ▣ Develop UAPP's investment reporting to include responsible investing issues.
- ▣ Oversee preparation of the Investment Report section within the Annual Report.

Other Responsibilities

- ▣ Attend all Board and Investment Committee meetings and provide reporting as required.
- ▣ Monitor and enhance protocols for managing relationships with current and potential investment managers and investment service providers, including consultants and performance measurement firms.
- ▣ Develop and deliver effective investment education programs for UAPP stakeholders including the Board.
- ▣ Coordinate with legal counsel for the review and negotiation of investment manager service provider contracts and agreements.

Required Qualifications:

- Completion of post-secondary education in Commerce, Business Administration, Accounting, Finance, Mathematics, or Economics, or a related field.
- Chartered Financial Analyst (CFA) designation is required.
- Minimum 10 years of progressive experience in investment management, asset allocation, and portfolio construction.
- Proven track record in strategic and positive leadership, risk management, and asset-liability management.
- Experience managing large institutional portfolios and working with external managers.
- Familiarity with pension governance frameworks and fiduciary responsibilities.
- Experience with climate risk, responsible investment, and ESG integration in an institutional setting.
- Exceptional communication, interpersonal, and organizational skills, including demonstrated ability to present reports for committees and boards and to work collaboratively with both investment and non-investment team members.
- Demonstrated ability to exercise sound judgement in ambiguous or rapidly changing environments.
- Proven ability to lead cross-functional initiatives, manage competing priorities, and manage complex projects with multiple stakeholders and tight timelines.

Preferred Qualifications:

- Experience working in a pension plan, public sector, or regulated environment.
- Deep knowledge of capital markets, institutional investing, and regulatory compliance.
- Expertise in investment strategy development, asset mix optimization, and risk mitigation.
- Strong relationship management skills for working with boards, committees, and external managers.
- Ability to lead research into innovative investment programs and sustainability initiatives such as climate-related disclosures.
- Familiarity with data and tools to measure investment risks and systems like Aladdin, Barra, FactSet, Ortec, or PFaroe.

Personal Attributes and Culture Fit:

- Positive leadership approach, focusing on leveraging team strengths, fostering well-being, and inspiring high performance through encouragement.
- Demonstrate respectfulness, humility, and gratitude in interactions with stakeholders, fiduciaries, and UAPP staff.
- Discipline to consistently deliver work that is complete, accurate, and timely.
- Empathetic and self-aware, combining emotional intelligence with reflective thinking to create a positive, effective workplace culture.
- Purpose-driven towards UAPP's long-term goal of ensuring the provision of pension benefits to members and their beneficiaries.

Working Conditions:

- Reside in or be willing to relocate to the metro Edmonton area.
- Work in a hybrid arrangement with a minimum of three days per week at the UAPP office.

Submit your application to **chloe.muller@uapp.ca** with the subject line "**Chief Investment Officer Application**".

This competition will remain open until a suitable candidate is found.