



## Job Description

<b>PCN</b>	<b>08-0229</b>
<b>JOB TITLE</b>	<b>CHIEF INVESTMENT OFFICER</b>
<b>LOCATION</b>	<b>ANCHORAGE</b>
<b>RANGE</b>	<b>27 OVERRIDE</b>
<b>REPORTS TO</b>	<b>AIDEA CEO/EXECUTIVE DIRECTOR (PCN 08-0200)</b>
<b>FLSA EXEMPT</b>	<b>YES</b>
<b>REVIEWED BY (NAME AND DATE)</b>	<b>JOHN SPRINGSTEEN OCTOBER 2017</b>
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### Position Purpose:

The Chief Investment Officer (CIO) reports directly to the CEO/Executive Director of AIDEA and is responsible for overseeing the Authority's investment decisions for development projects. This position will take a lead role in negotiations and deal structuring with project developers, governmental entities, and investment partners. This position will provide oversight for AIDEA's short-term and long-term project investment plans, recommend project investments and oversee a team of professionals who are responsible for managing AIDEA's assets.

### Essential Functions:

- Work with project developers and AIDEA's Investment Committee to vet projects for investment.
- Coordinate with governmental entities including: Alaska Department of Natural Resources; Alaska Department of Revenue; Alaska Department of Commerce, Community and Economic Development; Alaska Boroughs, Municipalities, and local governments.
- Maintain existing and develop new relationships with investment partners including investment banks, private equity funds, venture capital funds, and angel investors as appropriate.
- Oversee AIDEA's short-term and long-term project investment plans and recommend project investments in coordination with AIDEA's Business Development Director. Monitor and evaluate potential investment opportunities in an effort to maximize profits and investment returns, while achieving AIDEA's objectives of jobs creation/retention and revenue development for the State.
- Oversee a team of professionals who are responsible for managing AIDEA's assets including the DeLong Mountain Transportation System, Ketchikan Shipyard, and Snettisham Hydroelectric Facility.

## Physical Requirements and Potential Hazards

While performing the duties of this job, the employee is frequently required to sit; use hands or fingers; talk and hear. The employee is occasionally required to reach with hands and arms. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

## Technology, Equipment, Systems, and Tools

Requires intermediate to advanced skills in word processing, database software, advanced spreadsheet software, email and general office equipment.

## Critical Knowledge, Skills, and Abilities:

Relevant executive management, negotiations, and deal structuring experience is mandatory. Experience in strategic planning, setting of goals and performance standards, and implementing operational approaches is required. Individual must have strong written, verbal and interpersonal communication skills. Individual must be able to motivate others to produce quality materials within tight timeframes and simultaneously manage several projects. This position requires a high degree of independent action.

Must be highly motivated and results-driven, and be undaunted by complex investment decisions. Must be an excellent leader and quick thinker who can adjust from tackling big-picture projects to planning day-to-day tasks.

Must have the following skills.

- Strong knowledge of Alaska's core industries including Oil and Gas, Mining, Tourism, and Seafood
- Demonstrated track record of performance in deal execution
- Ability to lead multi-functional teams comprised of AIDEA staff, legal counsel, financial advisors, and management consultants
- Working knowledge of AIDEA's assets
- Excellent verbal and written communication
- Excellent leadership skills
- Ability to juggle multiple projects

## Desired Qualifications:

This position requires a minimum of 15 years of relevant executive/senior management experience. Bachelor's degree from an accredited institution in business administration, economics, finance, or engineering. Juris Doctor with an emphasis on corporate law or a Master's degree with an emphasis on finance, economics is strongly preferred.

## Positions Supervised By This Position:

PCN	Job Title
08-0490	Project Manager
08-0228	Project Manager
08-X072	Project Development Manager