

POSITION DESCRIPTION



Director of Investments

Investment Department

Salary Range	\$170K-\$200K
Location	60 Smith Street, Darwin City, NT 0800. Ability to travel to regional and remote locations, if required. Open to hybrid location
Reporting to	Chief Investment Officer
Direct Reports	Investment Analysts
Special Provisions	Appointment is contingent upon receipt of a satisfactory National Criminal History check.
Required Qualifications	Tertiary postgraduate qualification in Finance, Commerce, Economics, Law or relevant professional experience, or an equivalent combination of relevant experience and/or education/training. Desirable CFA, CPA, MBA or similar membership accreditation

Purpose of the Position

The is a leadership role with a strong focus on investment strategy, execution, and stakeholder engagement. The position requires a mix of financial expertise, transaction experience, and an understanding of the unique economic and social landscape of the Northern Territory (NT). The role supports the Chief Investment Officer (CIO) in executing the Nation-Building Investments, providing both strategic and operational oversight across investment strategy, risk management, and pipeline development. Key operational responsibilities include executing transactions, structuring equity and debt investments, and identifying potential joint ventures. The role also involves working closely with Indigenous communities, organisations, government bodies, and private sector stakeholders to drive impactful investment outcomes.

Duties

The following accountabilities are not exhaustive and may include others as directed by the CIO that are commensurate with skillset.

- Implement Aboriginal Investment NT's 2024-2029 Strategic Investment Plan relating to Nation Building Investments Portfolio, including development of the investment governance framework, strategies and policies.
- Lead end-to-end investment processes, including due diligence, financial analysis, and valuation, ensuring respectful engagement with Aboriginal communities
- Develop and critique financial models for decision-making, valuation, and performance reporting.
- Structure investments based on impact, risk, and commercial viability, negotiating transaction documentation.
- Represent Aboriginal Investment NT in investment negotiations, stakeholder engagements, and external partnerships.
- Assist in tracking performance against financial and social impact metrics for impact and outcomes reporting.
- Cultivate partnerships with impact investors and co-investment partners to expand opportunities.

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- Prepare investment reports, briefings, and recommendations for the Board and Investment Committee.
- Review and refine investment strategies, governance, and processes to align with evolving priorities and market conditions.
- Contribute to risk management frameworks to ensure alignment with statutory obligations and organisational goals.
- Ensure adherence to the Performance and Capability Act 2013 (PGPA Act).

Key Selection Criteria

Essential

- Demonstrated experience in investment management, impact investing, venture capital and/or private capital (debt and equity).
- Demonstrated experience in deal execution, portfolio/financial management.
- High level proficiency in financial modelling, valuation techniques and investment due diligence.
- Strong appreciation of the issues affecting Aboriginal people.

Desirable

- Previous experience of working in an Aboriginal finance sector and an understanding of Northern Territory Aboriginal communities, nation-building, self-determination and/or community development principles and approaches.

Organisation Expectations

- Contribute to the efficient and effective functioning of their team or work unit in order to meet organisation objectives. This includes demonstrating appropriate and professional workplace behaviours in accordance with the Code of Conduct, providing assistance to team members if required and undertaking other key responsibilities or activities as directed by one's supervisors.
- Demonstrate and promote the organisation values, ensuring all workplace behaviour is appropriate in all workplace settings, proactively calling out inappropriate behaviour
- Read, understand and comply with all organisation policies and procedures.
- Undertake risk management and actively support and participate in the risk management processes adopted by the organisation which include identifying, analysing and evaluating risk that may impact on the organisation.
- Work at and travel between other organisation office/s or to other locations from time to time as may be required during the course of employment.
- Complete all mandatory training such as required by the organisation.
- Demonstrate understanding of the principles of anti-discrimination, staff equity, work health and safety and other relevant legislation, and show the willingness and capacity to implement equal employment opportunity and work health and safety plans, policies and programs.

Work Health & Safety

- Ensure all activities comply with WHS legislation and organisation policy & procedure
- Implement & monitoring risk management activities including, but not limited to, workplace inspections, incident/hazard investigation and follow-up, and support in implementation of risk controls
- Analysis of WHS training requirements for staff including the provision of training and monitoring of training to ensure completion and currency.