

Chief Investment Officer

This position works Monday – Thursday remotely, but will require travel for special meetings. Salary will be commensurate with experience and based upon church plan retirement.

Under the direction of the RCRP Board of Trustees, the CIO is responsible for leading and executing the RCRP investment strategy and coordinating the operations of the RCRP Board of Trustees. The CIO is responsible for executing investment policies and activities as directed by the Investment Committee, monitoring performance to meet investment goals and aims to return the actuarial assumed rate of return. The CIO makes recommendations and coordinates strategic decisions with the Board of Trustees, Investment Consultants and RCRP staff.

Key Responsibilities include, but are not limited to:

INVESTMENT ACTIVITIES

1. Implement and administer the investment strategy in accordance with the RCRP's Investment Policy and in compliance with applicable state and federal laws to maximize investment returns and minimize risk.
2. Work with the Investment Consultant(s) to conduct asset/liability studies and prepare asset allocation recommendations to the RCRP Board of Trustees based on investment performance history, assumptions of future performance, and application of portfolio theory.
3. Make recommendations to the RCRP Board of Trustees on all public market manager investments, hedged asset managers, private equity, private credit and private real estate partnerships.
4. Develop and monitors investment portfolio. Reviews investment analysis in partnership with investment consultants and due diligence for all investments and manager selections.
5. Makes recommendations on investment policies and changes in policies to the Board of Trustees.
6. Monitors guidelines and makes recommendations for in manager assignments and guidelines as necessary to meet asset allocation goals and further assess under-performing investments.

REPORTING & MONITORING

7. Delivers and/or oversees investment consultant delivery of portfolio reporting to the Board of Trustees including performance measurement and attribution, risk metrics, and benchmark comparisons based upon quantitative and qualitative analysis.

8. Monitors various activities with external firm(s) providing custodial or other investment services to such as custody of securities, cash management, brokerage services, derivatives management, and securities lending.
9. Communicates to the Board of Trustees and any financial, economic, and political developments which are likely to impact investment activities.

STRATEGY & OPERATIONS

10. Supports Board of Trustees functions and its committees. Serves as a liaison for Trustee vendor selection and relationship management and negotiates fees and contracts on their behalf.
11. Works collaboratively with securities counsel, pension consultant(s), asset managers, and custodian banks on developing and executing contracts on behalf of the Trustees.
12. Communicates to internal and external stakeholders a clear vision and strategy.
13. Serves as lead communicator on behalf of the Board of Trustees with the RCRP Board, RCRP Board Staff, and RCRP vendors, including the Third Party Administrator, Actuary, and Paying Agent.
14. Prepares budget for all investment-related expenses (including both internal operating budget and fees paid to external investment managers) with the direction and approval of the Board of Trustees.
15. Provides leadership, direction and coaching to other RCRP Board of Trustees staff to support ongoing operations.

Education and Experience Requirements:

- Bachelor's degree is required. Master's degree is preferred.
- A minimum of ten (10) years institutional investment experience required.
- A Chartered Financial Analyst (CFA) certification or similar is required.
- Previous experience with defined benefit plans is required.
- Supervisory experience is preferred.

Knowledge and Skill Requirements:

- Knowledge of the principles of investment, finance, economics, and portfolio theory, particularly as they pertain to the operation of a pension fund.
- Knowledge of accounting, actuarial, and pension principles and practices.
- Knowledge of standard investment structures (funds, partnerships, joint ventures, debt, etc.).

- Knowledge of the laws, rules, regulations, and professional standards regarding the investment of pension funds.
- Ability to perform in-depth financial analysis.
- Strong interpersonal skills and the ability to establish positive working relationships with the RCRP Board of Trustees, RCRP staff, RCRP Board members, outside vendors, money managers, and other key contacts.
- Ability to demonstrate integrity and high degree of ethics.
- Skilled oral and written communicator and the ability to communicate technical information in a clear and concise manner.

Personal Characteristics

- The highest ethics and integrity; strength of character to hold self and others accountable to high standards of performance.
- Highly developed communication skills: an excellent listener who is also an accomplished presenter, both orally and in written communications.
- Proven leadership ability: can articulate a shared vision and obtain staff “buy-in”.
- Solid talent management skills: inspires others to high standards of operational effectiveness and efficiency.
- Outstanding interpersonal skills: ability to work with a wide variety of constituents/personality styles and develop good rapport with consultants, staff, and other stakeholders.
- Visionary and Strategic thinker.
- Strong work ethic and sense of commitment and dedication.
- Intelligence, maturity, common sense, and good judgment.
- Fair, even and impartial; acts and responds factually and without bias.