

# Role Description

## Fund Lead, Asset Management – ANZFF

**Location:** Sydney preferred but any Group location will be considered.

**Reporting to:** Director, Asset Management – ANZ.

New Forests seeks a qualified candidate for the position of Fund Lead at Associate Director level within the Asset Management in Australia & New Zealand. This role will support the deployment, management and growth of two of New Forests' flagship funds, the New Forests Australia New Zealand Forest Fund (**ANZFF**) and the Forestry Investment Trust (**FIT**) (together the **Funds**). Originally established in 2010, the Funds collectively own a ~270,000 hectare portfolio of plantation forest and freehold land as well as timber processing infrastructure assets located across Australia that are designed to deliver stable long term financial returns through land price appreciation and the production of timber and lumber, grains and carbon credits.

This role will be tasked with active management of the Funds, including building out the portfolio and ongoing oversight of the strategic and operational activities within fund owned and third party asset management companies to optimise financial, operational, environmental, social and governance outcomes consistent with the Funds' objectives and New Forests operating policies and procedures.

New Forests is a global investment manager of nature-based real assets and natural capital strategies, with AUD 11.7 billion (USD 8 billion) in assets under management including over 4.3 million hectares (10.6 million acres) of land across the regions in which we operate. We manage a diversified portfolio of sustainable timber plantations and conservation areas, carbon and conservation finance projects, agriculture, timber processing and infrastructure. We aim to generate shared prosperity for our clients and the communities in which we operate and accelerate the transition to a sustainable future. Headquartered in Sydney, New Forests is a Certified B Corp and operates in Australia, New Zealand, Southeast Asia, Africa and the United States.

### Key Responsibilities:

#### Fund Management

- Primary responsibility for the overall performance of the Funds, including financial, environment, social and governance outcomes consistent with Fund constituent documents and New Forests internal processes and systems.
- Co-ordination, management, and reporting of all Fund operations, to optimise the performance of the Fund.
- Oversight of the performance of the Funds asset managers who oversee day to day operations within the Fund assets.
- Co-ordination and management of Fund and New Forests operational staff, engaged in specific funds or assets. This includes staff development, training and mentoring, performance reviews and determining appropriate resourcing allocation across the fund or asset activities.
- Leading major fund or asset strategic projects, in collaboration with asset managers, with a strong focus on landscape sustainability initiatives. Close coordination with other internal New Forests functional teams, including Data Solutions, Investments, Investor Services, Finance, Legal, Risk and Compliance and Business Development.

#### Acquisitions and Dispositions Support

- Provide acquisitions and dispositions support to the Investments team as required.

#### Fund Governance

- Ensuring the Fund and its assets comply with investor constituent documents, internal policies, and legal obligations in collaboration with internal and external company secretarial support, and legal risk and compliance staff.
- Oversight of the management of Fund subsidiary asset management company operations and governance, including fulfilling designated fund operating company Directorships in fund owned assets and operating companies.

- Aggregation and dissemination of all Investor and Management Committee quarterly and annual reporting, and presentation to relevant governance Committee and Boards, Investor Annual Meetings, including ESG reporting requirements and long-term return forecasts for Funds/Assets.
- Responding to Investor enquiries and providing periodic updates and information to meet Investor requirements.

### **Fund Operations**

- Oversight of engagement with Fund asset managers, including performance management and reporting.
- Procurement and supervision of third-party providers including asset managers, auditors, consultants, and valuers.
- Driving Fund level ESG performance through strategic initiatives via coordination with the property managers/asset level staff
- Co-ordinating the Fund capital structuring, including review of loan structuring and taxation, actual expenses against budget, payment approvals where relevant, and review of Fund performance fee calculations.
- Leading compilation of Fund strategic plans, and financial model updates consistent with current internal processes including:
  - Review of all crop, carbon, land, infrastructure and agricultural financial models and model assumptions provided by property managers. Includes provision of guidance to asset managers on valuation methodology.
  - Preparation and reviewing the Fund Operating Model, to ensure asset level models are imported to the fund level. Develop assumptions for Fund level scenario analysis and testing.
  - Coordinating generation of Fund/Asset carbon stocks – where relevant through third-party asset managers.
- Leading coordination of:
  - Fund level budget for investor approval, ensuring any significant differences to strategic model are explained and the strategic model updated to represent the budget.
  - Third-party valuations, including data handover, valuation review/feedback, compilation of valuation change analysis for internal and Investor reporting.
  - Relevant tax calculations, for the purpose of calculating annual taxation deductions at fund level.
- Leading the management of Fund insurance coverage, coordinating with asset managers and other New Forests managed assets where appropriate.
- Evaluating and making recommendations for disposition of Funds and/or assets; working with the Investments team to manage an effective sale process.

### **Corporate Engagement**

- Providing technical and specialist support to other members of the Asset Management team in relation to agriculture asset management and land disposition and acquisition.
- Liaising with other New Forests functions which support the Fund, to ensure effective collaboration and task completion including finance, legal, risk and compliance, investor services, investment analytics and investments.
- Where appropriate, supporting fund raising and deployment of other New Forests managed fund vehicles.
- Liaising internally with New Forests ANZ and corporate teams to share operational information and intelligence and contribute to information needs and projects across the business.
- Contributing to corporate strategy, governance, sustainability, and responsible investment activities across New Forests business.

### **Advocacy**

- Contribute to global advocacy of New Forests brand and investment strategy and influence key stakeholders in the pursuit of New Forests corporate objectives and those of its fund investments.
- Develop a strong network across industry, community and government which is complementary to delivery of New Forests objectives.

- Contribute to corporate communications and media liaison, in collaboration with New Forests corporate communication function.

#### **Required qualifications, experience, and strengths**

- Experience in managing large institutional investment funds of real assets (i.e. real estate, infrastructure or natural resources) for a range of financial, governance, social and environmental outcomes.
- Strong commercial skills including asset valuation, contract management, negotiations and financial analysis.
- Excellent written and verbal communication skills.
- Excellent stakeholder management skills including strong communication skills across a broad range of stakeholders (i.e. valuers, lawyers, advisors, administrators).
- Experience and relevant qualifications as a company director and knowledge of company governance principles.

#### **Required leadership and personal skills**

- Capacity to influence and build effective networks and relationships.
- Excellent time management and organisational skills.
- Ability to be part of building a motivated and effective mission aligned team embrace diversity and build a collaborative team culture across different geographies.
- The ability to manage, coach and guide junior staff effectively and positively, including the ability to give and receive constructive feedback in a respectful and effective manner.
- Ability to adapt your leadership style to situation and context, in order to work effectively in a variety of environments and with different levels of people.
- A demonstrated personal commitment to sustainable and responsible investing.
- Capable of maintaining positive, calm demeanour during stressful periods.
- Willingness and ability to routinely undertake travel, mainly domestically, China and Japan but also across other global regions that New Forest operate in, including in remote areas.

#### **What can we offer?**

Our environment is busy and supportive, and the team is professional but relaxed. If you join us, you would be joining a growing, fast paced business which is an environmental and sustainable leader in forestry and agricultural investment. You will also be working with professionals who are passionate about their work!

We pride ourselves on having a supportive New Forests culture that is inclusive to all and we would love to learn how you can bring your unique skills and experience to our business. If you have experience in any of these areas, we encourage you to apply for our roles, even if you only meet some of the criteria.

To apply, please submit your resume and cover letter, explaining your interest and qualifications for the position, through the New Forests career portal at <https://newforests.com/careers/> Phone calls will not be accepted.

New Forests is a Certified B Corp and an Equal Opportunity Employer that values diversity and inclusion. We offer flexible working arrangements to all employees to support their work/life balance.