Managers
INVESTMENT GROUP

JOB TITLE: VP Sub-advisory Business Development

Reports to: Director of Sub-Advisory Services
Department: Sales
Location: Flexible
Level: Vice President

MIG offers long-term investment strategies through a unique platform that includes our original open-architecture mutual funds, augmented to include a family of funds and separate accounts managed by a selection of Affiliated Managers Group's (AMG) Affiliate investment boutiques. This combination of investment products allows us to serve the needs of large institutional investors, thousands of financial advisors and investment professionals, as well as our individual mutual fund shareholders. Managers' offers dedicated resources and efforts for participating Affiliates of AMG for which we represent in the Sub-Advisory channel.

JOB SUMMARY: The Vice President is responsible for implementing all facets of our Sub-advisory New Business Development strategies and is specifically responsible for selling investment management services on behalf of all participating AMG Affiliates to the sub-advisory marketplace. The VP also coordinates specific affiliate involvement with sub-advisory sales opportunities, including RFP flow, product information, presentation materials, investment professional coordination, finals competitions, and onsite due diligence meetings.

ESSENTIAL FUNCTIONS:

- Direct responsibility for implementing the firm's strategy for developing new business relationships – on behalf of our participating affiliate firms – in the sub-advisory marketplace.
- Maintains a comprehensive understanding of AMG, Managers' and Affiliates history and story and is able to communicate these effectively to prospects.
- Applies existing manager and product monitoring programs focusing sub-advisory sponsor opportunities.
- Maintains full understanding of relevant product resources, investment processes and current strategy, and communicates these points effectively to prospective clients.
- Maintains ongoing contact with key contacts/decision makers at assigned prospects via regular mailings, phone and onsite visits.
- Develops all facets of prospect communication from the inception through account acquisition.
- Coordinates client service efforts with Affiliate contact personnel for sub-advisory programs.
- Utilizes the company's CRM system to keep a complete and current list of all activities, meetings, phone calls and interactions.

KNOWLEDGE, SKILLS AND ABILITIES:

- Must have a minimum of three years of experience working in the Sub-advisory channel in client service, account management and/or business development.
- Demonstrates the ability to build relationships and credibility with key stakeholders such as prospects and Affiliates.
- Comprehensive knowledge of key Affiliate products.
- Demonstrates understanding of capital markets both domestic and international across Equity, Fixed Income, Currency and various Alternative strategies.
- Knowledge of the Investment Management Industry and key portfolio management concepts.

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- Comfortable with Investment Terminology and able to use it internally and externally to develop and close on business opportunities.
- Builds a comprehensive range of contacts, across multiple functions internally and externally.
- Active influencer who understands decision makers and networks effectively to facilitate success.
- Results driven to meet and exceed the firm’s goals and client expectations.
- Knowledge of the Investment Management Industry and key portfolio management concepts.
- Communicates effectively and persuasively with colleagues, clients and brokers.
- Excels in a fast-paced environment while meeting deadlines and executing responsibilities with minimal errors.
- Promotes a team environment.
- Supports and upholds Firm values and treats others with respect and consideration.
- Acts as a role model and resource for junior employees and offers guidance.

EDUCATION AND EXPERIENCE:
- Bachelor’s degree preferably in marketing or a finance-related major.
- Master’s or professional designation of CIMA or CFA a plus
- Series 6 or 7, 63 and 65 licenses

PHYSICAL REQUIREMENTS:
- Extensive work with computers.
- Heavy travel required

DATE: 5/2010