

## The Investment Association

### Corporate Governance Analyst

#### About the Investment Association

“At the IA, we are committed to serving our members, embracing new ideas and striving for excellence. We are inclusive, considerate and act with integrity in all we do.”

The IA champions the UK investment management industry, supporting savers, investors and businesses in the UK, across Europe, and around the world. Our 253 members manage £9.4 trillion of assets and the investment management industry supports 113,000 jobs across the UK.

Our mission is to make investment better. Better for clients, so they achieve their financial goals. Better for companies, so they get the capital they need to grow. And better for the economy and society, so everyone prospers.

The money our members manage is in a wide variety of investment vehicles including authorised investment funds, pension funds and stocks and shares ISAs. 75% of UK households now use the services of our members. The UK is the second largest investment management centre in the world, after the US and manages over a third (37%) of all assets managed in Europe.

The IA seeks to be a world-class, values-driven trade association committed to being at the forefront of industry innovation, supporting members’ businesses, by delivering a positive policy and business environment for firms.

#### About the Institutional Voting Information Service (IVIS)

IVIS is one of the UK’s leading providers of corporate governance research.

IVIS conducts an assessment of the annual report and accounts of companies in the FTSE All Share and FTSE Fledgling Index in line with the IA’s guidelines, the UK Corporate Governance Code and other governance best practice.

We are currently looking for an analyst with at least two years’ experience. The candidate will join the team of six and will be responsible for producing corporate governance research on UK publicly listed companies as well as to engage with the IA’s members and companies on various corporate governance matters.

#### Overview of the role

We are currently looking for an analyst with at least two years’ experience. The candidate will join the team of six and will be responsible for producing corporate governance research on UK publicly listed companies as well as to engage with the IA’s members and companies on various corporate governance matters.



### **Main duties in this role include**

- Produce high quality, concise IVIS reports on corporate governance, remuneration and environmental and social issues
- Answer investor queries about reports and extract additional information from the company where relevant
- Deliver high customer service to subscribers
- Aid with board-level company engagement and the remuneration consultation process
- Build relationships with stakeholders including IA members, IVIS subscribers, corporate advisers and companies
- Liaise with and assist other colleagues in the IA on relevant stewardship, corporate governance and capital markets issues where appropriate

### **Skills and experience**

The ideal candidate would meet the following criteria:

- Ability to analyse a large amount of complex information to create a concise summary
- Interest in, or knowledge of, governance and responsible investment issues
- Excellent written and oral command of English
- Be self-motivated, take ownership of issues and have the ability to work under pressure to tight deadlines
- The ability to work collaboratively within a small team and to contribute to the wider work of the IA. A premium is placed on an open and friendly personality
- Computer literacy: word processing, database and spreadsheet packages

We welcome applications from all qualified candidates regardless of their ethnicity, race, gender, religious beliefs, sexual orientation, age, marital status or whether or not they have a disability.