

FOR THE APPOINTMENT OF
INVESTMENT EXECUTIVE
OLD COLLEGE CAPITAL



THE UNIVERSITY
of EDINBURGH



EDINBURGH
INNOVATIONS



THE UNIVERSITY *of* EDINBURGH
Old College Capital

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INTRODUCTION FROM ANDREA YOUNG (CFA)

Head of Investment, Old College Capital



**“ Thank you for your interest in the Investment Executive role.
There has never been a better time to join our supportive team
as we embark on Old College Capital’s next stage of growth.”**

Old College Capital (OCC) is the University of Edinburgh’s venture investment fund and is part of Edinburgh Innovations, the University’s commercialisation service. OCC manages Edinburgh’s early- stage investment activities and shareholdings and supports the most exciting ideas and technologies emerging from the University.

Since starting as a pilot project back in 2011, OCC has been on a remarkable journey. From making just a few investments a year, the team now support over 75 transactions annually. We have a thriving portfolio with assets under management of £50m, and we have ambitions to significantly scale our activity.

On the back of recent success, we are expanding and consolidating our activities under OCC, focusing on four key areas – launch, ventures, equity and strategic.

We are looking for candidates who share our passion for early-stage businesses investment and technology to join our growing team. We are a fast-paced, collaborative and supportive team and are looking for dynamic, professional and driven candidates who want to help us shape our next phase of growth. If you think that’s you, we would love to hear from you.



OUR MISSION, VALUES AND TEAM

OUR MISSION

Working with founders, investors and the ecosystem, we aim to accelerate the journey of our startups and spinouts to make a positive impact on people and the planet.

OUR VALUES

We are:

- Inclusive and supportive
- Open and collaborative
- Knowledgeable and accountable
- Driven by positive impact

OUR TEAM

We are an ambitious and energetic team, passionate about helping get ideas from Edinburgh's staff, students and research out into the world where they can make a difference. Our goal is to do the best we can for our diverse portfolio and to help more high impact ideas and founders fulfil their potential.



“ Since joining OCC, I look forward to work every morning. The variety of our work, the people, ideas and the companies we are exposed to means every day is both stimulating and different. It’s a privilege to work with, and learn from, world leading academics, talented students and leading venture investors.

Our position in the ecosystem provides unrivalled insight into the real-life experience of startups from idea/pre-seed investment through to scaling/venture rounds and acquisition. It’s rewarding to be part of these journeys and a fantastic development opportunity to see how different approaches can work.”

Simon Durrant (CA), Investment Director, Old College Capital



“ If you are interested in early-stage investment, OCC presents an opportunity to become part of the startup community in Scotland as part of a high performing team.

It’s been a pleasure to support Andrea, Simon and the Old College Capital team as we have scaled OCC from a small proof-of-concept seed fund, into a specialist deep-tech venture fund.

I am continually impressed by the quality of the OCC team’s analysis, the determination of the founders who present to us and the important challenges they are working to address.

OCC has a special culture, being curious, passionate and ambitious about early-stage businesses whilst maintaining pragmatism, judgement and conviction in our investment decisions.

I am proud of what has been built at OCC and of our portfolio of companies, who continue to work on solutions to society’s biggest problems whilst also supporting high-tech, impactful and rewarding career opportunities in Edinburgh and beyond.”

Hamish Mair, Chair of Old College Capital’s Investment Committee



JOB DESCRIPTION



INVESTMENT EXECUTIVE, OLD COLLEGE CAPITAL

JOB DETAILS

Job title:	Investment Executive
Department:	Old College Capital (Investment Team at Edinburgh Innovations)
Location:	Edinburgh
Line manager:	Investment Director (Simon Durrant)
Grade:	EI Grade 8: (£43,747 - £53,204 plus benefits)

JOB DESCRIPTION

To support the effective running and growth of Old College Capital (OCC) alongside the investment activities of Edinburgh Innovations (EI) and the University of Edinburgh group (UoE). The post holder will be expected to work both independently and collaboratively.

MAIN RESPONSIBILITIES

1. INVESTMENT ORIGATION, ANALYSIS AND EXECUTION 25%

- Identifying, evaluating and presenting investment proposals into startup and spinouts from across the University at the pre-seed –Series A level. To be done initially in an assistive and then independent capacity
- To assist, and in time independently execute, investment transactions (commercial & legal aspects) in conjunction with legal advisers

2. PORTFOLIO MANAGEMENT ACTIVITIES: 25%

- Attending board meetings as an observer on behalf of OCC and/or the UoE group for a selection of portfolio companies
- Establishing effective relationships with founders, investee companies, the lead investor and broader investment syndicate as appropriate
- Monitoring company progress against key milestones and funding requirements
- Collaboratively supporting portfolio companies succeed (to extent possible/appropriate)
- Analysing, recommending action and subsequently executing (with support from legal advisors):
 - Investor consent matters
 - Follow-on investment activity (even where UoE is not investing) and
 - Realisation events

3. SUPPORT THE ANALYSIS, EXECUTION AND DELIVERY OF NEW INITIATIVES INCLUDING: 25%

- Pre-Seed support (as part of OCC Launch)
- Developing additional investment capacity, in areas of strategic importance to the University (OCC Strategic)
- Analysing possible investment into other funds (LP investments)
- Improving discoverability of UoE investment opportunities & further developing the UoE's relationships with investors
- Other evolving priorities

4. MAINTAIN THE TEAM'S UNDERLYING INVESTMENT RECORDS
AND ASSIST WITH REPORTING RESPONSIBILITIES INCLUDING : 10%

- The valuation of OCC and University equity positions, in line with FRS102 and IPEV guidelines
- Quarterly and annual reporting to relevant boards and committees and University leadership
- Key investment metrics into UoE spinouts and startups
- External messaging, including via OCC annual review, PR associated with investment deals, engagement at events etc

5. OTHER TASKS 15%

- Supporting process improvements to ensure efficient and effective ways of working
- Supporting EI, UoE and founding teams on investment topics, including identifying investors and understanding investment matters
- Representing and acting as an ambassador for OCC, EI and the University of Edinburgh, including at events and conferences

GENERAL

Planning and organising

The post-holder will be expected to resolve emerging issues, conflicting priorities and manage a demanding workload in the context of evolving business needs. Work planning and organisation will be influenced by emerging priorities. The post holder will plan their own work activities in this context, including the resolution of conflicting timescales and priorities and reacting to time sensitive requests. The post holder will work independently, with limited supervision, and collaboratively, as part of a team to deliver planned activities on time. This will include assisting and responding to requests from OCC's investment managers on a day-to-day basis.

Analysis, problem solving & decision making

The post-holder will be expected to make strategic recommendations based on sound judgment and appropriate qualitative and quantitative analysis to relevant decision-making boards within OCC, EI and the University.

Key contacts/relationships

The post holder will be expected to have communication skills and an ability to build effective working relationships with a wide variety of stakeholders. This will include including internally with UoE colleagues and externally with investment partners and portfolio company management teams. Existing relationships with the early stage investment eco-system would be welcomed.

KNOWLEDGE, SKILLS AND EXPERIENCE



Ideally the post holder will be able to demonstrate skill, experience and interest in:

- Evaluation of the financial, commercial, technological and operational potential of high growth companies
- Making strategic recommendations based on sound judgment and appropriate qualitative and quantitative analysis.
- Written communication skills in a business context, including an ability to write persuasively, clearly and succinctly
- The Early stage investment market and the challenges faced by high growth and entrepreneurial companies.
- Corporate finance transactions and project management, including general knowledge of financial markets.
- People skills with a collaborative and mature style
- IT skills (including word, excel)
- Being able to work independently or collaboratively as part of a team.

The post holder will ideally hold a relevant professional qualification to early stage investment (e.g. CA, CFA, MBA, law) and/or a PhD. Prior exposure to, and support of, entrepreneurial firms is essential.



ABOUT THE INVESTMENT TEAM

The OCC/EI investment team, is currently a team of 5, expanding to 8, led by the Head of Investment, Andrea Young. The investment team is responsible for:

- Managing, growing and reporting on the University of Edinburgh's early-stage investment funds and equity positions. These are currently being expanded and consolidated under the Old College Capital brand, following a number of recent realisations
- Leading and executing the broader early-stage investment strategy at EI in collaboration with EI colleagues across enterprise services and business development
- Tracking and reporting investment into UoE companies
- Working collaboratively with UoE and EI colleagues, in developing and maintaining an understanding of investment topics, the investment landscape and in identifying and evaluating potential investors
- The investment executive will be supported in their day-to-day role by OCC's investment managers.

OUR NUMBERS



£50m+
assets under
management



85+
active portfolio
companies

£100m+
raised in FY22
by UoE companies



£40m+
recent
realisations



£150k-£250k
OCC VENTURES
typical first ticket



91%
OCC VENTURES
portfolio aligned
to an SDG

60%
aligned to
SDGs



37%
aligned to
empowering people
& better working
world SDGs



£10k - £50k
OCC LAUNCH
typical first ticket



47%
aligned to human
health & wellbeing
SDGs

TO APPLY

Please [click here](#)

If you have any questions or would like to discuss this opportunity, please contact Andrea Young at Andrea.Young@ei.ed.ac.uk

For a copy of our information deck please [click here](#).

ABOUT EDINBURGH INNOVATIONS (EI)

Edinburgh Innovations is the University of Edinburgh's commercialisation service. We benefit society and the economy by helping researchers, students and industry drive innovation. We seek opportunities, we build partnerships for mutual benefit, we make the journey easy, and we add value at every stage.

WE MAKE IDEAS WORK FOR A BETTER WORLD

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