



Role: Senior Associate

What is SixThirty Ventures (“SixThirty”) all about?

Our mission is to invest in the most innovative ideas in enterprise financial technology (“FinTech”), insurance technology (“InsurTech”), digital health, and information security across the globe, and work with corporate partners to mentor and grow them into great businesses. SixThirty is a multi-stage enterprise technology venture fund and go-to-market program. We invest in and help grow companies, providing funding, mentorship, and connections. Our partners include Aflac, Reinsurance Group of America (RGA), Allianz, Bank of New York Mellon Pershing, Commerce Bank, Mastercard, World Wide Technology, and several others. More information is available at sixthirty.co.

What will a Senior Associate do?

SixThirty’s investment strategy spans early and mid-stage venture capital for enterprise technology companies. We make early-stage (Seed / Pre-A) investments, and actively work with them to de-risk execution and accelerate time to market. We deploy further capital in select companies that go on to raise early growth-stage (Series A & B) financing rounds.

An opportunity exists to join our team as a Senior Associate. In this role, you will straddle our investment work and partnership work. We work closely with our corporate Limited Partners to serve as an extension of their teams, and you will be responsible for synchronizing our investment work with our LP’s priorities.

The responsibilities for this role breakdown to 3 categories of work:

- **Portfolio Impact**
 - Run the portfolio management process including data management, heat map tracking, monthly reporting, and leading meetings consisting of the firm’s partners and select LPs.
 - Produce bi-annual Investor Report for all funds, as well as timely, ad-hoc portfolio analytics or analysis
 - Contribute to internal and external community with thought leadership and networking
 - Evaluate third parties such as software vendors to ensure SixThirty is offering the best experience for its portfolio companies and LPs
 - Track portfolio impact success and note areas for development
- **Pipeline Management**
 - Lead the firm’s global investment pipeline process by managing the database of prospective investments and holding regular firm-wide meetings to review opportunities
 - Working in close coordination with the Corporate Partnerships team, develop and maintain a sub-pipeline for each Strategic Partner; coordinate periodic meetings with each Strategic Partner to review opportunities
 - Manage the firm’s quarterly down-select process in which a short list of investment opportunities is selected for meeting with the SixThirty Investment Committee
- **Investment Analysis**
 - Collect, manage, analyze data relevant to investment opportunities
 - Produce financial models related to analyzing markets, investments, and existing holdings



- Write investment memos for consumption by SixThirty Investment Committee
- Cultivate a network of subject-matter experts to validate technology, business models, and IP of prospective investment opportunities
- Conduct product demos and collect other data on user experience
- Outline potentially interesting areas of investment in the areas SixThirty invests
- Contribute materials to SixThirty's outlets such as newsletters and Medium

What are we looking for?

The areas we invest are some of the fastest growth areas in tech and venture capital. We are looking for someone that is comfortable and excited about working in a fast paced environment. The ideal candidate can juggle many responsibilities, while simultaneously prioritize key activities. In our opinion, this may be demonstrated through the following attributes:

- 3+ years of experience in venture capital, private market investing, strategy or tech consulting, or equivalent experience
- Experience as an operator at an early-stage enterprise technology company is a nice bonus
- An educational background in business, economics, engineering, data analysis, or related fields
- Enjoys writing and can synthesize complex ideas
- Strong analytical and modeling capabilities
- Proficiency in Microsoft Word, PowerPoint, and Excel
- Ability to communicate concisely, with depth and accuracy
- Enjoys getting deep into research topics
- A genuine curiosity in the areas we invest
- Detail oriented
- Experience cultivating and managing professional relationships
- Respect and admiration for entrepreneurs
- Values diversity and inclusion in all aspects of life
- Passion for new technology

The offer

The Senior Associate is a full-time paid position. The U.S.-based team is located in St. Louis, with one Venture Partner in New York. We are open to candidates based elsewhere in the U.S. but have a preference that the candidate be located in St. Louis. Once it is appropriate to return to office life, if the selected candidate is not based in St. Louis, it would be expected that he or she travel to St. Louis quarterly. There will be interactions with team members based in Amsterdam, Singapore, and Melbourne, so occasionally the Senior Associate will have to work during odd hours.

- Health, dental, vision benefits
- 401(k) plan
- Paid time off
- Growth and leadership opportunities
- Culture of high-growth FinTech, InsurTech, Digital Health, and Information Security companies; highly collaborative and supportive of start-up community



To apply

Send resume along with answers to questions below to Andrew Wegrzyn (andrew@sixthirty.co), Molly Hoffmeyer (molly@sixthirty.co), and Joel Brightfield (joel@sixthirty.co).

- Tell us about yourself in (140 words max)
- Why are you interested in the role? (250 words max)
- What tech CEO do you admire and why? (250 words max)
- What company in our portfolio do you admire and why? (500 words max)

Further written and mathematical / logic exercises may be required. References may be requested.

SixThirty is an equal employment opportunity employer and does not discriminate against applicants or employees because of race, color, religion, national origin, sex, age, citizenship status, disability status of an otherwise qualified individual, membership or application for membership in a uniformed service, or membership in any other class protected by applicable law.