

Head of Fixed Income Investments – The Auto Club Group

What you will do:

The Auto Club Group is seeking prospective **Head of Fixed Income Investments** who's Primary focus will be the management of fixed income assets, consisting primarily of externally managed portfolios, and management of relationships with external managers. Responsible for participation in asset allocation decisions and the development of fixed income investment strategies. Accountable for leading with due diligence and oversight of both current and prospective investment managers. Responsible for oversight of the fixed income strategy and results, reporting on performance and attribution of all managers and the portfolios across the fixed income spectrum. Maintain a close connection to financial markets to share insight on market developments, drivers and outlook with others in the organization.

In this position, you will have the opportunity to:

- Contribute to the development and refinement of total return investment strategy to meet organizational objectives.
- Partner with the private markets team to develop private credit strategies.
- Direct activities related to cash/liquidity management.
- Evaluate portfolio performance attribution as compared with plan.
- Monitor and analyze market conditions, investment strategies and liquidity conditions to communicate with management on a routine basis.
- Act as a liaison between Investments and internal constituents to communicate market information and investment results.
- Collaborate with ACG's banking unit (Auto Club Trust) to give guidance, incorporate market conditions into various strategies, and direct asset allocation decisions.
- Ensure adherence to Board-approved investment policy.

This role works closely with Finance, Treasury and Accounting teams. Assists with investment reporting for Schedules D and BA of the Annual Statement and other related activities to support financial statement preparation, regulatory reporting, and governance-related reporting activity. Extensive interaction with internal teams for these activities is critical, as well as developing support within the investment team to assist with these functions.

Supervisory Responsibilities:

Responsible for management of assigned team members. Mentoring and development of younger team members is an essential component of leadership positions with the Investment team.

We're looking for candidates with:

Education:

- Bachelor's degree in Accounting, Finance, Economics or a related field
- Certified Financial Analyst (CFA) or Master's degree required

Experience:

- Minimum of 10 years of relevant experience in an institutional investment environment. Investment accounting knowledge relevant to the insurance industry preferred.
- Experience as a Sr. Portfolio Manager, or in an investment management position for property & casualty, life and health insurance with a strong background in fixed income preferred

Relevant experience:

- Long term strategic asset allocation
- Knowledge of the full quality spectrum and a wide range of Fixed Income security types.
- Performance attribution analysis
- Staff management and development
- Due diligence/research of asset managers
- Managing consultant and investment manager relationships
- Budgeting, forecasting and performance measurement for investment portfolio(s)
- Analyzing cash flow, investment vehicles and new market opportunities
- Bloomberg and accounting systems
- Understanding of portfolio management for Banks
- Accounting for insurance company investments and the impact on income

Knowledge and Skills:

- Collaboration and commitment to working in a dynamic team environment
- Leadership and mentoring in a small group environment
- Advanced portfolio management quantitative techniques
- Operations of financial institutions including insurance investment practices
- Accounting and taxation of investments in an insurance company setting
- Identifying and analyzing problems and developing innovative solutions
- Communicating effectively with others in the work environment
- Continuously improving business processes
- Strong written and oral communication skills, attention to detail and pride in quality of final deliverables

A successful **Head of Fixed Income Investments** will possess effective communication skills, ambition, motivation and drive!

What it's like to work for us:

We serve our members by making their satisfaction our highest priority. We do what's right by sustaining an open, honest and ethical work environment. We lead in everything we do by offering best-in-class products, benefits and services. And we value our employees by seeking the best talent, rewarding high performance and holding ourselves accountable.

All in all, we create an inclusive and welcoming environment of diverse backgrounds, experiences and viewpoints, realizing our differences make us stronger.

Who we are:

The Auto Club Group helps AAA Members enjoy life's journey with peace of mind by providing innovative solutions, advocacy and membership benefits wherever and whenever they need them. We currently conduct business in 14 states in the upper Midwest and the Southeast.

The Auto Club Group has established four long-term enterprise goals:

- Long-term, sustainable, profitable growth
- AAA Membership growth and renewal
- Operational excellence
- Become the "flagship club" of the AAA Federation

The Auto Club Group offers a competitive compensation and benefits package including a base salary with performance-based incentives; medical/dental/vision insurance, 401(k), generous time off, a complimentary AAA Membership and much more!

Total Compensation Overview:

- The Head of Fixed Income Investments will earn a competitive salary of \$170,000 to \$195,000 annually with annual bonus potential based on performance.
- Excellent and comprehensive benefits packages are just another reason to work for the Auto Club Group. Benefits include:
 - 401k Match
 - Medical
 - Dental
 - Vision
 - PTO
 - Paid Holidays

Important Note:

The above statements describe the principle and essential functions, but not all functions that may be inherent in the job. This job requires the ability to perform duties

contained in the job description for this position, including, but not limited to, the above requirements. Reasonable accommodations will be made for otherwise qualified applicants, as needed, to enable them to fulfil these requirements.

The Auto Club Group, and all of its affiliated companies, is an equal opportunity/affirmative action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, gender identity, sexual orientation, national origin, disability or protected veteran status.