

Job Description: Manager, Private Debt

Title:	Manager, Private Debt
Reports to:	Associate Director, Private Debt
Company:	University Pension Plan of Ontario ('UPP' or the 'Plan')
Location:	Toronto, Ontario, Canada
Website:	www.universitypensionplan.ca

ABOUT UPP

UPP is the first pension plan of its kind in Ontario's university sector, proudly serving over 40,000 members across four universities and fourteen sector organizations. Our purpose is to bring greater retirement peace of mind to the university sector by investing with integrity and serving members with care. As a sector-wide plan designed for growth, our doors are open to all Ontario universities.

Together, we're a team of progressive thinkers and agile doers operating within a fast-paced culture of collaboration and respect. We believe in bringing smart and capable people together to create, solve and grow with a clear shared vision and values of integrity, inclusivity, ingenuity, and impact.

Our culture is intentionally welcoming and purposefully rooted in equity, diversity, inclusion, and reconciliation (EDIR). We believe diverse teams, perspectives, and lived experiences contribute to better decisions and a better workplace.

As a long-term investor, we recognize that environmental, social and governance ("ESG") factors support risk management and value creation. As stated in our [Responsible Investing Policy](#), we are committed to incorporating ESG considerations into our investment management activities and we collaborate with other industry participants in the promotion of a sustainable economy and society.

Join us in building a bright future for our members, our organization, and each other.

THE ROLE

This is an exciting opportunity for an exceptional professional to join a team of high performing professionals and make a significant impact.

Reporting to the Associate Director, Private Debt, the Manager, Private Debt ("Manager, Private Debt") will build strong trusted relationships and communicate effectively with internal and external stakeholders in support and development of UPP's Private Markets Private Debt investment strategy & portfolio. An inclusive 'one fund' mindset will unite the investment team in a shared mission to meet the pension promise, deliver on UPP's expectations as a responsible investor, and position our investment platform as a key competitive differentiator.

UPP is based in Toronto's financial district and has a hybrid work model (~2 days / week in office). This opportunity will be posted for a minimum of two weeks, or until finalist candidates are identified. It is encouraged to apply at your earliest convenience.

SPECIFIC ACCOUNTABILITIES

- Contribute to the development of UPP's Private Markets investment strategy on an on-going basis.
- Provide analysis, research, and support to all parts of the Private Markets Private Debt portfolio.

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- Support in the assessment and execution of new private credit investment opportunities by conducting thorough due diligence, including financial modeling, credit analysis, risk assessment, and structuring recommendations. Provide actionable recommendations to senior team members across Private Markets.
- Lead certain aspects of due diligence and feasibility research on potential investments, with support from senior members of the private markets team including but not limited to financial modelling, credit analysis, investment strategy, financial accounting, tax structuring, financing, commercial, market, technical, compliance, ESG and regulatory.
- Drive execution of transaction activity, ensuring timely and effective completion of all stages, from deal origination through closing, with a strong focus on underwriting, structuring, pricing, and covenant and risk analysis.
- Develop relationships with investment partners and contribute to developing a long-term pipeline of potential investments.
- Actively manage and monitor a portfolio of private credit investments, ensuring adherence to risk management policies and performance targets. For select investments, conduct regular reviews including financial performance, covenant compliance, and risk assessments.
- Integrate environmental, social and governance (ESG) considerations into investment processes and stewardship practices.
- Provide input on valuations, risks, and performance on UPP's portfolio of private market real estate investments that ensures UPP has up-to-date knowledge.
- Remain abreast of market conditions in private markets to ensure UPP is positioned to take advantage of emerging opportunities.
- Contribute to UPP's reputation as a respectful employer, partner, and participant in the financial sector.
- Collaborate with other industry participants to promote a sustainable economy and society.
- Other duties as required.

QUALIFICATIONS & EXPERIENCE

- Bachelor's or Master's university degree in Finance, Economics, Business, or a related field; MBA, CFA, or equivalent preferred.
- Minimum of 5-6 years of experience in private credit, structured finance, or leveraged finance, investment management and/or pension industries, investment banking or consulting,
- In-depth understanding of private credit markets, capital structures, and transaction documentation with a strong track record of successful deal execution.
- Able to work in a multi-faceted stakeholder environment and inspire confidence in a broad range of constituencies through a proactive, respectful, and accessible communication style.
- Strong leadership and mentoring abilities, with a demonstrated ability to develop and guide junior talent.
- Knowledge of ESG principles and their application to private credit investments is a plus.

ATTRIBUTES

- High degree of self-motivation and professionalism.
- Ability to prioritize and manage multiple projects in a time sensitive manner.
- Excellent relationship building and conflict resolution skills.
- Demonstrated leadership abilities.
- Excellent interpersonal and verbal communication skills.
- A collaborative approach to understand and respond to organizational needs and partner with various organizational and control functions.
- High degree of professional ethics and integrity.
- Strong commercial and strategic judgment.
- Alignment with UPP's desire to be a leader in Responsible Investing, ESG, and climate change.

PERSONALITY TRAITS

- Self-driven
- Strong work ethic
- Passionate about sustainability
- Empathetic
- Collaborative
- Authentic
- Personable
- Confident

LIFE AT UPP

Do work that matters. We are duty-bound to serve our members' interests, and it's a responsibility we don't take lightly. That's why we've ingrained sustainability in our work from day one—to ensure our members have a resilient future to retire into, both today and for generations to come.

Stronger together. Collaboration is how UPP was born, and it's how we work with each other and our partners day in, day out. No one at UPP is just a number (even if they are excellent at math) and every win is a shared win.

Grow every day. You'll have the opportunity to work on unique, once-in-a-career projects that maximize your skill set and probably teach you some new ones—at any stage in your career.

Prioritize wellness. At UPP, wellness takes many forms. Ultimately, it's about ensuring our people are cared for in the ways that matter to them. Check out some highlights of our inclusive employee-focused benefits program including:

- Defined benefit pension plan
- Flexible hybrid work model
- Work from abroad up to eight weeks/year
- Comprehensive group benefits including medical, dental, vision etc.
- Extended paramedical and mental health service coverage
- Health care and lifestyle spending accounts
- Fertility treatments, paid parental leave, and gender affirmation coverage
- Education Assistance program

UPP enthusiastically welcomes applications from all qualified applicants and especially invites people with lived experience as an Indigenous person, a person with a disability or as a member of another Human Rights Code protected group that faces barriers to employment to apply. Our goal is to create a barrier-free experience for every candidate throughout the recruitment process, so if you require accommodation at any point during the process, please let us know so that we can make the appropriate arrangements. It would be our honor to work with you to adapt our processes to ensure that you can meaningfully participate.