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Position Specification Chief Investment Officer



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THE ORGANIZATION & MISSION

Kamehameha Schools is a private charitable educational trust endowed by the will of Hawaiian princess Bernice Pauahi Bishop (1831-1884), the great-granddaughter and last direct descendant of King Kamehameha I. During her lifetime, Princess Pauahi witnessed the rapid decline of the Hawaiian population. The princess knew that education would be key to the survival of her people. Her endowment, which is approximately \$11.9 billion, supports an educational system that has served thousands of Hawaiian learners since 1887. **The mission of Kamehameha Schools is to improve the capability and well-being of Native Hawaiians through education** and does so by operating an educational system serving over 6,900 students of Hawaiian ancestry at K-12 campuses on O'ahu, Maui and Hawai'i island and at 29 preschool sites statewide. Kamehameha Schools also extends its educational reach into the community to serve over 40,000 additional learners annually through a range of programs and community collaborations. These efforts include community charter school support and literacy enhancement programs for public school children, making Kamehameha Schools the largest private contributor to Hawai'i's public school system. A 5-person Board of Trustees oversees the organization, with management led by CEO Jack Wong.

Additional information on Kamehameha Schools can be found in the attached Addendum and at <https://www.ksbe.edu/home>

THE ENDOWMENT

The endowment supports 98 percent of Kamehameha Schools' educational programs; program tuition and fees are nominal, and most students receive financial aid or scholarships. Of the \$11.9 billion endowment, \$8.2 billion is in the Financial Assets portfolio, managed by the Chief Investment Officer (CIO) and investment office. The other \$3.7 billion is in the form of direct real estate holdings; Kamehameha Schools is the largest private landholder in Hawaii, with stewardship of over 365,000 acres of land on Hawai'i island, Maui, Moloka'i, O'ahu and Kaua'i. The CIO reports to the EVP Finance & CFO, as does the Commercial Real Estate Division (CRED), which manages the real estate holdings.

The Financial Assets Division seeks to provide superior risk-adjusted returns comparable with top-tier endowment funds to provide sufficient resources to support the mission of Kamehameha Schools in perpetuity. The Financial Assets portfolio is managed for active returns, utilizing carefully selected external investment management firms from around the world.

THE POSITION

Kamehameha Schools is seeking an exceptional leader and investor as CIO to invest and manage the \$8.2 billion Financial Assets portfolio. The CIO will oversee and lead a high-quality team of 20 professionals, a best-in-class investment office, and build upon the success of the program to date. The CIO will be an innovative, forward thinking investor with a proven track record managing a diversified, long-term portfolio, with a history of leading successful investment teams in a collaborative and consensus-oriented style. The Investment Advisory Committee, a group of experienced external investment professionals, serves as a sounding board to the CIO. The CIO will embrace the mission of Kamehameha Schools and work across the organization toward the achievement of its 2040 vision.

RESPONSIBILITIES

Reporting to the EVP Finance & CFO and working closely with the Investment Advisory Committee and the Board of Trustees, the CIO will have responsibility for overseeing the Financial Assets portfolio, leading the investment team and serving as an integral member of the School's Finance Group leadership team.

Major functions of Kamehameha's CIO include:

Leadership

- Helps drive the Kamehameha Schools' mission, in the context of the Financial Assets portfolio and more broadly as a senior leader in the organization and a member of the local community.
- Leads and manages the overall Investment office, which includes mentoring, developing, motivating and rewarding a team of talented investment and non-investment professionals.
- Nurtures a pipeline of new professionals for potential employment with the prospect of a long-term commitment to Kamehameha Schools, promoting and enhancing the internship and analyst programs to cultivate, train and empower team members and their careers.
- Represents Kamehameha Schools and creates opportunities to advance its mission both locally and globally.

Strategy Setting

- Responsible for the strategic direction of the investment function, including ongoing assessment of the investment structure, objectives, policy, asset allocation, risk parameters, and performance benchmarks consistent with Kamehameha's mission, vision, and strategic plan.
- Establishes, reviews, recommends and modifies strategic asset allocation in collaboration with the Investment Advisory Committee and Board of Trustees.
- Works collaboratively as part of the Finance Group leadership team and ensures that the Financial Assets portfolio maintains adequate liquidity to meet the cash needs of the organization.

Driving Investment Performance

- Ensures that the portfolio is constructed to provide the long-term returns necessary to sustain Kamehameha's mission in perpetuity, while meeting the organization's liquidity needs. Continually reviews portfolio construction, developing strategies to strengthen the portfolio.
- Sources, evaluates and executes all investment strategies, including selection and monitoring of external investment managers, and oversight of all investment activities.
- Manages risk within the portfolio according to the boundaries set by the investment policy statement; manages operating protocols and procedures that provide adequate controls, and oversees management reporting.
- Manages investment fees and administrative expenses to optimize net investment returns.

- Reports investment results and key metrics to the CFO, Board of Trustees, and Investment Advisory Committee with a regular cadence; elucidating potential investment strategies and changes in the portfolio; and presenting and discussing performance, strategies and risks openly and transparently.

Building Relationships and Using Influence

- Maintains a roster of outstanding external investment managers to invest Kamehameha's assets, overseeing their evaluation, selection, monitoring, relationship management, and termination.
- Cultivates and promotes relationships with leading investment thinkers, including individual managers and a national network of colleagues, advisors, and consultants within the investment community in order to broaden the team's knowledge and stay abreast of emerging trends and issues.
- Demonstrates the highest levels of ethics, professionalism, and collaboration throughout the Kamehameha Schools' organization and local community, as well as in the global institutional investment community.

QUALIFICATIONS

The successful candidate will possess a minimum of ten years of experience as an investment leader in an institutional investment setting such as an endowment or foundation. Specific qualifications include:

- **Commitment to the Mission:** Appreciation for Native Hawaiian culture and language perpetuation and a deep commitment to Kamehameha Schools' mission and vision.
- **Investment Performance:** A successful long-term track record managing a large, complex, diversified portfolio over market cycles; a commitment to excellence in investment performance and a patient and disciplined investment approach; a reputation for sound investment judgment and risk management.
- **Leadership:** A thoughtful investor and collaborative leader with the ability to build relationships and drive consensus with multiple stakeholders. A demonstrated ability to maintain composure, tact, sensitivity, and flexibility at all times.
- **Management:** Excellent managerial skills to recruit, engage, develop, and retain a highly qualified professional staff. Ability to make difficult decisions regarding staffing and investment management, focusing first on long-term performance and Kamehameha Schools' strategic objectives.
- **Communication:** Excellent oral and written communication skills to communicate clearly and effectively and build credibility and trust with broad and diverse groups ranging in levels of knowledge, experience, and understanding of investment issues.
- **Personal Character:** The highest standards of personal and professional ethics and integrity, intellectual curiosity, and a passion for education. Self-confidence and humility; trusts own judgement and values expertise and input from others.
- **Education:** Chartered Financial Analyst (CFA) and/or MBA (or other related advanced degree) preferred.

LOCATION

Honolulu, Hawai'i

ADDENDUM

KAMEHAMEHA SCHOOLS MISSION, VISION, AND STRATEGIC GOALS

Kamehameha Schools Strategic Plan 2015-2020 was adopted in 2015, the first in a series of anticipated five-year plans that over the next 25 years will outline how Kamehameha Schools will accomplish its vision for a thriving Lāhui (nation). Highlights of the plan are excerpted below.

MISSION

Kamehameha Schools' mission is to fulfill Pauahi's desire to create educational opportunities in perpetuity to improve the capability and well-being of people of Hawaiian ancestry.

KAMEHAMEHA SCHOOLS VISION 2040 VISION STATEMENT

Within a generation of 25 years, we see a thriving Lāhui where our learners achieve postsecondary educational success, enabling good life and career choices. We also envision that our learners will be grounded in Christian and Hawaiian values and will be leaders who contribute to their communities, both globally and locally.

GOALS OF THE KS STRATEGIC PLAN 2020

Goal 1: Network of Native Hawaiian Schools

Deliver world-class, culture-based education through a network of Native Hawaiian schools, inclusive of our KS schools and Native Hawaiian charter and immersion schools.

Goal 2: Improved Educational System

Contribute to communities' collective effects to improve our educational systems for Native Hawaiian learners to achieve key Educational Pathway Milestones.

Goal 3: Native Hawaiian Identity

Cultivate a strong Native Hawaiian identity to instill confidence and resiliency in our learners and to inform decision making and actions within our organization, for the improvement of the wellbeing of the Lāhui.

Goal 4: High-Performing Native Hawaiian

Execute a high-performing, mission-driven, Native Hawaiian organization with strong leadership, efficient processes and systems, and successful strategic partnerships.

Goal 5: Impact-Driven Resource Management

Prudently optimize the strength, breadth, and strategic alignment of our resources with an organization-wide focus.