

NONPROFIT

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# Investment Manager

## Boston Impact Initiative

Hybrid, Work must be performed in or near Boston, MA

### Details

**Job Type:** Full Time

**Start Date:** October 6, 2025

**Application Deadline:** September 15, 2025

**Education:** 4-Year Degree Required

**Experience Level:** Managerial

**Salary:** USD \$90,000 - \$117,000 / year ⓘ

**Cause Areas:** Entrepreneurship, Community Development, Economic Development, Financial Literacy & Personal Finance, Philanthropy

### Description

#### ABOUT BOSTON IMPACT INITIATIVE (BII)

Boston Impact Initiative (BII) is a nonprofit impact investment fund founded in 2013 working to build a regenerative and equitable economy. We invest integrated capital—equity, debt and grants—in social enterprises and community-owned and controlled real estate to build wealth and asset-building opportunities, especially in communities of color.

As a new Community Development Financial Institution (CDFI), we currently manage two distinct funds:

- BII Fund I: Established in 2017, deployed \$6.9M across 50 enterprises
- BII Fund II: Launched 2022, raised \$17M, invested \$6.5M in 23 companies and real estate projects, and is actively raising/deploying capital to small businesses and community-governed real estate projects in Massachusetts and New England

BII also offers impact investing education and training. Through our Advancing Regenerative Capital (ARC) Fellowship, we have trained 70 fund managers from 30 organizations to launch community-based impact funds focused on economic justice. To date, 22 funds have launched that have deployed over \$12M to diverse small businesses across the U.S.

BII is growing to 15 employees in 2025, with a net \$3.5M annual operating budget.

## **Position**

As we expand our investing and field-building work, BII is currently seeking an experienced and values-aligned **Investment Manager** to source, structure, and steward a robust pipeline of impact investments in our target geography that deliver both financial returns and measurable social and/or environmental impact. The ideal candidate will bring strong financial structuring skills across debt, equity, and/or real estate, along with a deep commitment to trust-based, relationship-driven investing practices. This person will report to the Investment Director and work closely with BII's team and Investment Committee to ensure that BII's investments remain mission-aligned and deliver the intended impact in target communities.

## **KEY RESPONSIBILITIES**

### **Pipeline Development & Due Diligence - 30%**

- Proactively build and maintain a strong pipeline of mission-aligned investments across Massachusetts and New England
- Identify, source, review, and evaluate potential investment opportunities across various business sectors and real estate structures
- Conduct initial screening and comprehensive due diligence for businesses and real estate projects, including financial analysis, market research, impact assessment, and risk evaluation
- cultivate relationships and partnerships with entrepreneurs, ecosystem partners, accelerators, technical assistance providers, industry experts, other investors and community stakeholders to identify promising opportunities.
- Represent BII in local and national conferences, workshops, and industry events to share our approach and learnings.

### **Transaction Structuring & Execution - 40%**

- Structure creative, flexible, and risk-aligned investment solutions using a full spectrum of capital tools, including: revenue-based and term debt; convertible debt, preferred equity; and real estate-based financing.
- Build and maintain financial models and conduct valuation analysis for businesses and real estate projects.
- Draft investment memos and present recommendations to the investment committee.
- Negotiate terms and close transactions, including working with external lawyers and the investment team to finalize deal documentation.

#### **Portfolio Management - 20%**

- Collaborate with the portfolio manager to support portfolio companies using a trust-based, culturally responsive approach.
- Monitor financial and impact performance; provide coaching and connect investees to technical assistance, connections and ecosystem resources.
- Identify opportunities for follow-on investments or restructures to ensure long-term success.

#### **Fund and Impact Reporting & Strategy - 10%**

- Contribute to impact measurement and fund reporting efforts, ensuring transparency and alignment with relevant frameworks such as the Impact Frontiers and IRIS+ standards.
- Support the evolution of BII's investment strategy and policies based on community needs and fund performance.

#### **QUALIFICATIONS**

- Bachelor's degree in Finance, Economics, Business Administration, or a related field; a Master's degree or CFA designation is preferred.
- 5-7 years of experience in impact investing, community development finance, real estate, private equity, venture capital, and/or mission-aligned capital deployment
- Strong financial and analytical skills, including experience in financial modeling, valuation, and risk assessment.
- Proven experience sourcing and structuring investments across various asset classes (debt, equity, real estate), with attention to aligning capital with enterprise needs.
- Strong knowledge of and connection to Massachusetts and/or New England entrepreneurial ecosystems.
- Deep understanding of impact investing principles, impact measurement methodologies and frameworks, and sustainability practices.

- Excellent interpersonal, communication, and relationship-building skills.
- Ability to work independently and collaboratively in a fast-paced environment.

### Preferred Attributes

- Familiarity with integrated capital strategies, community ownership models, and alternative financing structures.
- Lived or professional experience working in or alongside communities of color and frontline communities.
- Commitment to regenerative economy principles and solidarity finance.

### COMPENSATION AND BENEFITS

This is a full-time, exempt position based in Boston, MA. The role is hybrid with the expectation of travel to the Boston office 1-2 times per week. The starting salary range for this role is \$90,000 - \$117,000, depending on alignment with the role and commensurate with experience.

BII is an Equal Opportunity Employer. We embrace diverse skills, perspectives, and ideas. All qualified applicants will receive consideration for employment without regard to race, color, religious creed, national origin, sex, age, gender identity, disability, sexual orientation, military service, genetic information, and/or other status protected under law.

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## Benefits

BII offers a work environment that supports the unique needs of each employee to balance work and life. We offer a benefits package that includes flexible work options, healthcare, short-term disability, 401k plan with employer contribution, paid time off and holidays, and an annual professional development stipend.

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## Location

Hybrid

Work must be performed in or near **Boston, MA**

ASSOCIATED LOCATION [?](#)

2225 Washington St, Roxbury, MA 02119, USA  
2nd Floor

# Apply to This Job

Instructions:

APPLICATION PROCESS

Please submit your resume and cover letter on Idealist, addressing these two questions:

- 1. What about BII's mission appeals to you?
- 2. What aspects of your experience are you most eager to contribute to this role?

Our ideal start date for this role is early-to-mid-October 2025 with interviews beginning in August 2025. Applications will be evaluated as they arrive, and the position will remain open until filled.

All fields are required

First Name

Casey

Last Name

Smith

Email

casey.smith@example.com

Resume

Resume must be uploaded in PDF format

Choose a file or drag it here

No file chosen (maximum size: 10 MB)

Cover Letter

Choose a file or drag it here

No file chosen (maximum size: 10 MB)

I acknowledge that use of the Idealist Applicant Tracking System is subject to Idealist's [Privacy Policy](#) and [Terms of Service](#).

Submit Application