University of Illinois Foundation Investment Office
2014 Summer Internship Program
Location of Position: Chicago, Illinois

THIS IS A PAID POSITION.

Foundation and Investment Office Overview:

The University of Illinois Foundation (UIF) is the official fundraising and private gift-receiving organization for the University of Illinois and its three campuses at Urbana-Champaign, Chicago and Springfield. The Foundation works closely with alumni and friends, faculty and staff, corporations and foundations, and campus development professionals to create fundraising programs and opportunities that benefit the University and its excellence in teaching, research, and public engagement. Many University alumni and friends have not only provided annual funds year by year, but have also helped to build a permanent financial foundation for the University of Illinois by contributing to the University’s endowment. The investment program seeks to achieve “inter-generational equity”—i.e. the equitable balance between current spending and future support such that any university funding initiative will receive the same financial support in the future as it does today. The Foundation Investment Office, located on South Halsted Street in Chicago, strives to produce returns to both grow the endowment and support designated University of Illinois programs, faculty, students, and more across the University, by accessing best-in-class investment managers who are aligned with the institutional mission.

Intern Qualification Requirements:

- Undergraduate with Junior standing, graduating in 2015
- Completion of BUS 302, Principles of Financial Management with grade of B or better
  - Completion of BUS 443, Investments, with grade of B or better Investments is desirable, but not necessary
- Strong work ethic, attention to detail and superior communication skills
- Interest in macroeconomics, investment management, quantitative analysis and asset allocation are preferred

Interested applicants should contact Dr. Leo Bin, through email at fbin1@uis.edu or by telephone at 217 206 7908 for further information about applying. A resume and cover letter will be required.

Internship Program:

The University of Illinois Foundation Investment Office is seeking to identify and mentor the most talented students of the University for its Summer Internship Program. The Summer Internship Program will offer financial skills training, interaction with senior investment professionals and an opportunity to contribute meaningfully to the University of Illinois. Interns will be exposed to all asset classes while dividing their time supporting the Private Investment team (private equity, venture capital, buyouts, distressed, credit, real estate, and real assets) and the Public Investment team (public equity, fixed income, and marketable alternatives). Interns will gain extensive experience in asset allocation, portfolio analysis and manager selection process. Selected individuals will begin in the summer following their junior year, and the program will serve as the launch pad for a potential offer to become a full-time analyst at the Investment Office upon graduation.

The early stages of the internship will emphasize skill development (for example, tutorials in Bloomberg, PowerPoint, and Excel) as well as gaining exposure to portfolio construction, asset allocation and the
basic investment concepts within each class. The balance of time will be devoted to project work, designed for candidates to utilize and refine these skills while contributing to the day to day efforts of the UIF Investment team. Examples of the types of projects interns may be involved in include performing macroeconomic and market research, maintaining spreadsheets and various internal reports, assisting in manager research and due diligence initiatives, updating and enhancing portfolio tracking models across asset classes, and asset allocation modeling exercises.