Investor Relations, Capital Allocators Partners, LLC

The Capital Allocators platform includes critically acclaimed podcasts, gatherings, and advisory services focused on sharing best practices in institutional investing.

Our mission is to *Compound knowledge and relationships for institutional asset owners and investment firms.*

Business Description

Capital Allocators has two primary activities that manifest this mission – Content and Gatherings.

Content is the foundation of our business and includes critically acclaimed podcasts, community newsletters, blogs, video content, and public speaking. The Capital Allocators podcast has a roster of leading institutional investors as guests, and a large, global, loyal, first-rate audience.

Gatherings are focused on Capital Allocators Summits, invitation-only forums that bring together senior leaders across the institutional investment community for small-group discussions on investing and leadership.

We frequently plan, test, and iterate on new strategic initiatives to grow our business and achieve our mission.

Role

We are seeking an Investor Relations Professional to support our Gatherings and relationship-building with our community, working in lockstep with our Head of Business Development and the broader team. Most of the work is on relationships – knowing what managers care about, what's driving allocators' decisions, who should meet whom, and how to make our Gatherings productive for everyone in the room. Beyond that, a meaningful focus of the role is applying AI to deepen how we connect with people and sharpen how we run our Gatherings – across outreach, data management, strategic initiatives, and the guest experience. Importantly, this person can move fluidly across priorities and take on new responsibilities over time.

A typical week might include:

- **Relationships and community:** building real relationships with allocators and managers – knowing who should meet whom, what each person is working through, and where the connections lie.
- **Summit experiences:** helping create the experiences that bring our community together, coordinating logistics and collateral, delivering hospitality that makes each guest feel seen, and owning post-event follow-ups.

- **Growth and sponsorships:** sourcing new opportunities across new formats, client segments, and geographies.
- **CRM and AI leverage:** owning the relational database of current and prospective community members and finding where AI can deepen how we connect – across outreach, research, and follow-up.

Who You Are

- **Off-the-charts EQ, high integrity.** You read rooms well, sense who should meet whom, handle senior relationships with care, and do what you say you'll do.
- **AI-curious.** You're already experimenting with AI tools, and genuinely curious about how AI can deepen the way we connect with people. You see it as leverage and look for ways to apply it across everything you touch.
- **A skilled business developer.** You've supported or run business development/investor relations processes end to end, with experience in financial services, investment management, or adjacent roles and a track record of building high-value relationships.
- **A relationship builder.** You build and nurture relationships with institutional investors and sponsors and manage client-facing initiatives with care.
- **Self-sufficient in a remote environment.** You don't need to be managed to be productive. You're resourceful, organized, and comfortable with ambiguity.
- **Genuinely invested.** You care about the work and the community. You want to own outcomes, not just tasks.
- **Curious about investing.** A real interest in financial markets, financial media, and the community we serve. Fan of the podcast.
- Aligned with our values.
- Based in the U.S. with work authorization.

Compensation

We will work together to figure out the optimal way to align our interests across salary, bonus, and other compensation. Health benefits and 401(k) offered.

Application

Interested candidates should email their CVs to hank@capitalallocators.com with responses to these questions:

- How did you find the podcast?
- What was your most recent project using AI?
- How are you connected to someone on our team?

Capital Allocators Values Statement

Our mission at Capital Allocators is to *Compound knowledge and relationships for institutional asset owners and investment firms.*

We produce **Quality** work with consistent, meticulous effort. We strengthen this foundation with self-reflection and feedback from others.

We have an **Entrepreneurial Spirit**. We create and experiment with new ideas that add value to our community.

We take **Initiative**. We are creative problem-solvers. We act with self-sufficiency, resourcefulness, and proactivity.

We are **Intellectually Curious**. We learn, share, and implement the best of like-minded individuals and firms. We seek out diversity of thought and continuously improve.

We treat others with **Respect**. We are fans of each other. We play well in our sandbox, are honest, and authentic.

We are **Generous**. We eagerly create connections, knowing our generosity will be reciprocated. We help others reach their aspirations as they support ours.

We have **Fun**. We are focused on the positive in our words and actions. We take ourselves seriously, but not too seriously.