

TITLE:	Analyst, Business Development	FLSA STATUS:	Salaried, Exempt
DEPARTMENT:	Corporate Development	POSITION TYPE:	Full-time
LOCATION:	Birmingham, AL (USA)	SUPERVISOR:	Manager, Business Development

Company Overview

Resource Management Service, LLC (RMS) is a global forest investment manager with significant expertise in all phases of institutional timberland investing and forest management. Founded in 1950, RMS now manages \$4.8 billion in timberland assets as a registered investment advisor through a vertically integrated operating structure, including comprehensive property management services. RMS is headquartered in Birmingham, Alabama, with offices across the U.S. South and Brazil.

RMS is committed to implementing long-term forest management strategies that protect and improve the health of forest ecosystems while contributing to the economic and social well-being of the communities surrounding those forests. Sustainable forest management practices, attention to Environmental, Social and Governance (ESG) topics, and responsible investment principles are fundamental to maximizing value and minimizing risks for clients. RMS develops and implements investment offerings that are inherently well-suited to align investor financial outcomes with impactful ESG activities, including the first of its kind open-ended fund for forest investments in the United States.

These efforts are described in greater detail in RMS' Annual Global Sustainability Report, available at www.resourcemgt.com/responsibility.

Position Overview

RMS is seeking an early-career professional that is passionate about sustainable, long-term forest stewardship and the responsibility that comes with being an investment fiduciary. The position offers an opportunity to work in the RMS Corporate Development team responsible for capital formation that supports developing and matching investment strategies with investor demands. The role will be an important contributor to increasing the awareness of RMS throughout the investment community.

Specific responsibilities include (but are not limited to) the following:

- Support the RMS brand and contribute to the RMS marketing strategy through the development and ongoing updates of due diligence and marketing materials (e.g., DDQs and marketing presentations materials)
- Develop a strong knowledge base of RMS' assets under management and products to effectively understand and respond to prospective client and/or consultant requests.
- Maintain and update RMS' comprehensive due diligence content library.
- Contribute to prospective client RFPs and other ad-hoc requests.
- Maintain the records of the RMS Business Development fundraising in the customer relationship management ("CRM") system, creating and maintaining fundraising reports.
- Contribute towards the development of RMS thought-leadership pieces
- Perform and communicate industry research and competitive analysis.

Qualifications

Candidates must be highly organized, be able to manage multiple, diverse tasks concurrently, and must enjoy the process of writing and the development of quality work products. The ideal candidate should be a strong self-starter who enjoys working with minimal daily supervision, while not being afraid to ask questions or request feedback and prefers building collaborative team approaches for problem solving.

Minimum Qualifications:

- Bachelor's degree in business, finance or natural resources and two years of related work experience or an equivalent combination of education and experience
- Ability to work on multiple projects concurrently and prioritize to meet competing deadlines.
- Proficient with Microsoft Office applications
- Excellent verbal and written communication skills with attention to detail and ability to deliver analysis with an appropriate balance of brevity and substance and convey financial, statistical, and industry information in accessible language.
- Dependable, tactful and an ability to work well independently and as part of a team, taking an interest and pride in improving skills and taking ownership of tasks from concept to completion.
- Commitment to an inclusive workplace

RMS is committed to helping employees learn and grow, and this position will provide ample opportunities to expand analytical, writing, and presentation skills, and opportunities to grow as a subject matter expert for the organization on key aspects of timberland investments. While not required, we also invite candidates with the following skills to apply (or interest in learning):

- Interest in deepening your understanding of fundraising strategies, funnels and lifecycles, across a variety of investor types and regions.
- Learning about the timberland investment asset class and the opportunities to serve as a natural-capital solution to environmental and social goals.
- Working with and maintaining customer relationship management ("CRM") systems and related databases
- Build or reinforce oral communication skills through presentations to RMS management teams and external audiences as opportunities develop.
- Devising research strategies and methods to identify potential investors.
- A keen sense of design to create a range of print and online materials