
Who We Are

VGH & UBC Hospital Foundation is Vancouver Coastal Health's primary philanthropic partner, raising funds for specialized adult healthcare services and research for all people living in British Columbia. VGH & UBC Hospital Foundation is the leading charity investing in healthcare innovation in British Columbia and partners with donors to raise essential funds for Vancouver Coastal Health, supporting VGH, UBC Hospital, GF Strong Rehab Centre, Vancouver Coastal Health Research Institute, and Community Health Services.

The Finance and Accounting Department supports the mission of the Foundation by ensuring timely and accurate financial forecasting, processing, and reporting. This team of professionals ensure the financial and fund management operations run smoothly and all regulatory filings are current.

The department manages assets in excess of \$500 million with annual revenues over \$100 million. The 700+ fund accounts are near \$300 million, and the value of the Endowment Fund portfolio is \$163 million. The senior leadership and Board of Directors rely on the Department's financial reporting and recommendations to guide decisions on both short and long-term strategy and to develop policies to direct Foundation activities.

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About This Role

The Senior Financial & Investment Analyst position reports directly to the Vice President, Finance in the day-to-day monitoring, reporting and analysis of external investment asset managers. This is a newly created role as the Foundation's endowed and non-endowed investment portfolios have grown to a size that needs a resource to help with the management, reporting and to assist the Investment Committee fulfill its governance responsibilities. The Senior Financial & Investment Analyst will also work closely with the Finance and Operations team on a variety of investment and finance related projects.

Additionally, this role will participate in one of Vancouver's most transformative real estate projects and work with prominent industry players, from regional and national development firms to institutional asset managers to public sector entities and prominent entrepreneurs.

Key Responsibilities

- Work collaboratively with our third-party investment consultant and provide portfolio monitoring and recommend any changes to asset mix or investment managers.
- Lead strategic portfolio rebalancing in accordance with the Foundation's Statement of Investment Policy.
- Oversee and report on the performance of the endowed and the non-endowed investment portfolios.
- Conduct regular cash flow modelling by assessing liquidity needs for funding obligations.
- Collaborate with accounting team members to ensure accurate accounting, valuation and reconciliation of investment transactions.

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- Financial modelling, including discounted cash flow analysis and land residual analysis of income-producing and development properties. Development of multiple pro-forma scenarios.
 - Research of real estate market trends and comparable transaction data, with preparation of quantitative datasets, forecasts, visuals, and presentation materials.
 - Assisting the Foundation leadership with transaction structuring – debt vs equity, and providing thoughtful, empirically driven considerations of transaction risks and opportunities.
 - In-depth macroeconomic research, to be used within financial analyses and economic summaries and forecasts to be shared with the Foundation's Board and committees.
 - Serve on or act as a resource to the Investment Committee and working groups as required.
 - Maintaining awareness of local, national, and global economic and geopolitical trends, with a focus on how such trends impact the overall capital markets and the Canadian commercial real estate sector.

What You Offer

- Prior experience in portfolio management and working with multiple asset classes including alternative investments.
- Relevant industry experience in sell-side or buy-side capacity (real estate), including, but not limited to, commercial real estate investment, finance, investment sales, development, appraisal, or consulting is preferred.
- Superior ability to communicate technical and financial information and concepts to a broad range of stakeholders.
- Excellent interpersonal and communication skills including verbal, listening, written and presentation skills.
- Demonstrated quantitative skills acquired from a combination of education and work experience.
- Solid analytical ability, judgment and creative thinking skills to solve complex issues including brokering and facilitating effective solutions.
- Strong understanding of financial modelling and real estate valuation fundamentals.
- Chartered Professional Accountant and/or a Chartered Financial Analyst designation would be preferred.

What We Offer

The successful candidate can expect a starting salary between **\$87,631** and **\$99,581**, depending on factors such as skills, experience, and internal equity. Once hired, salary is reviewed annually and successful employees have the opportunity for their salary to increase over time up to the maximum of the pay band, currently **\$112,527**.

Additional variable pay (merit/bonus), defined benefit pension plan, extended health and dental benefits for you and your partner/children, flexible working arrangements, four weeks' paid vacation, investment in professional development and subsidized access to transit, fitness, cycling and parking facilities all contribute to a top-notch total rewards package.



Senior Financial & Investment Analyst

VGH & UBC Hospital Foundation

Full Time – Permanent

To Apply

Please send your application to Human Resources via email at careers@vghfoundation.ca by **Sunday August 17, 2025**.

We welcome applications from anyone who is eligible to work in BC and fully vaccinated against COVID-19. We encourage applications from Indigenous people, people with disabilities, BIPOC and racialized individuals, people of minority sexual orientation or gender identity, and others who may contribute to the Foundation's organizational diversity and who share the Foundation's values.