



Internship Opportunity

Future Generation/Wilson Asset Management

Through Ascham parent and Ascham School Council member, Caroline Gurney, financial services firms Future Generation and Wilson Asset Management are offering a summer internship.

About Future Generation

The Future Generation companies provide shareholders with exposure to leading Australian and global fund managers without paying management or performance fees and charities with a stream of annual investments. They provide fund managers with a unique opportunity to make a positive difference to Australia's future generations.

Future Generation Australia (ASX: FGX) gives investors the opportunity to gain exposure to a group of leading Australian fund managers in a single investment vehicle while supporting Australian charities focused on children and youth at risk. Future Generation Global (ASX: FGG) is Australia's first internationally focused listed investment company with the dual objectives of providing shareholders with diversified exposure to selected global fund managers and changing the lives of young Australians experiencing mental ill-health.

About Wilson Asset Management

Wilson Asset Management is a growing Sydney-based boutique funds management business with a track record of making a difference for shareholders and the community for more than 20 years. As the investment manager for eight leading listed investment companies, Wilson Asset Management is responsible for investing more than \$5 billion on behalf of over 110,000 retail investors. Wilson Asset Management is the creator and lead supporter of Future Generation Australia and Future Generation Global; a passionate advocate for retail investors; and a member of the Pledge 1% movement.

Details

Location: Level 26, Governor Phillip Tower, 1 Farrer Place, Sydney / Remote

Type of Internship: Part / Full time across university summer vacation

Commitment: At least 3 days per week from 8.30am – 5.00pm over a 12+ week period during summer university holidays, typically commencing 1st week of December (office closed 21 Dec – 7 Jan).

Website: <https://futuregeninvest.com.au/> and <https://wilsonassetmanagement.com.au/>

Responsibilities

The intern will be assigned to an area of Marketing & Communications where they will be supporting the Corporate Affairs team and the Social Impact Manager for Future Generation.

The intern will also ideally be responsible for:

- Assisting in the production and execution of internal and external events including bookings, venue contracts, on-the-ground support
- Posting content on social media platforms (LinkedIn, Twitter, Facebook and Instagram)
- Updating and maintaining the website (WordPress)
- Liaising with and managing suppliers and service providers including quotes, invoicing and deliverables
- Assisting in the preparation of presentation materials
- Using email marketing software to assist in drafting and sending emails
- Researching content for newsletters
- Screening and directing inbound phone calls and emails from our shareholders and logging shareholder interactions on CRM system
- Liaising with key stakeholders such as our fund managers and charity partners to obtain content for our various communications
- Managing the shareholder compliments and complaints register and entry and exit survey data
- Owning and maintaining the marketing and communications calendar
- Analytics reporting on marketing and communications initiatives
- With the support of the Social Impact Manager, managing scheduling and taking the minutes for the Mental Health Funders Group and support the team with the National Mental Health Funders Forum

Skills and Attributes

Future Generation and Wilson Asset Management's purpose is to make a difference to shareholders and the community. The companies' core values are to play together as one team, be inquisitive and love what you do. They are looking for an individual who can:

- Contribute to the business in a manner that is aligned to its focus on culture, values and purpose
- Contribute to our work environment and the focus on balance and well-being
- Promote and demonstrate courtesy and cooperative relationships with the team, Board members, shareholders, Future Generation fund managers and service providers
- Assist in providing a leading market practice shareholder experience, including engaging on a personal level with shareholders when opportunities arise.

The intern should have the following qualities and skills:

- A "people person" with excellent interpersonal and communication skills
- Keen interest in the social impact field
- Keen interest in the financial services field
- Strong written and verbal communication skills and relationship building skills
- First-class attention to detail
- Highly organised, innovative and able to show initiative
- Ability to work as a team player in a small team environment

- Collaborative and consultative approach to work
- Highly efficient with exceptional time management skills
- Strong attention to detail
- Proactive with a positive 'can do attitude'
- Strong understanding to Microsoft Office: Word, PowerPoint and Excel

Application process

Please prepare a resume as well as a covering letter stipulating your interest in the above internship and your suitability for this role.

Submit your application in a Word or PDF format to Skye Barry, Ascham Community Relations Manager, via email at community@ascham.nsw.edu.au

The resume should include:

- Any relevant work experience
- A minimum of two references (employment references are preferred but not essential)
- Contact details
- Availability for the role in 2021/2022

Shortlisted candidates will be contacted by Future Generation and/or Wilson Asset Management.

Remuneration, timing and 2021 commencement date for the internship will be negotiated directly between the successful candidate and Future Generation and/or Wilson Asset Management. Please note the internship is first and foremost a learning experience. The benefits of the opportunity afforded to the intern will be considered in the remuneration.

Applications close 5.00pm, Thursday, 21 November 2021

Note: This will be a paid role.