# UAB Green and Gold Fund

# Officer and Portfolio Manager Application

1. **Please complete and return to Daniel Sanabria (CSB 310)**
2. **by saving as a new document and e-mailing to** [**dsanabri@uab.edu**](mailto:dsanabri@uab.edu)
3. **http://www.uab.edu/greenandgoldfund/**

**Name:**

**Last First Middle or MI**

**Blazer ID: Preferred E-mail: Phone:**

**Current Class Status: Expected UAB Graduation Date:**

**Major(s): Total hours completed at UAB:**

**Overall GPA: UAB Overall GPA: Major GPA:**

**Position(s) applying for:**

**If applying for Portfolio Manager, list sector(s) from among the following: Alternative Investments, Consumer Goods and Services, Energy and Utilities, Financials, Fixed Income, Healthcare, IT and Telecom, Industrials and Materials:**

**Accounting, Finance, Economics, Marketing, and MBA courses completed and grades received:**

**Accounting, Finance, Economics, Marketing, and MBA courses in which currently enrolled:**

**Extracurricular Activities:**

**Employment:**

**How many hours per week do you work? Employer(s):**

**Position(s) and Type of Work:**

**Briefly explain why you are interested in becoming a member of the Fund:**

**UAB Green & Gold Fund: Positions Available**

**Chief Investment Officer**

Plans, directs and manages all aspects of the Fund. Oversees the research, selection and performance of all Fund investments and ensures that all investments are aligned with the Fund's Investment Policy Statement. Ensures that all Fund members are performing their required responsibilities. Prepares oral and written reports to the Fund and its stakeholders, including annual and quarterly reports.

Prerequisites:

* Hold the position of Portfolio Manager in the Fund for at least one semester
* Successful completion of FN 310, FN 350 and FN 351, or MBA 622 and MBA 626, with a grade of “B” or better in each class

**Chief Compliance Officer**

Oversees and manages compliance issues of the Fund. The CCO ensures that the Fund is in compliance with its investment policy requirements, and that student are in adherence with internal procedures and policies along with the CFA Code of Ethics and Standards of Professional Conduct.

Prerequisites:

* Successful completion of AC 200 and AC 201, or MBA 609 and MBA 610, with a grade of “B” or better in each class

**Chief Economist**

Researches, communicates and summarizes the status of current economic data and economic indicators. Provides guidance to Fund about the state of the economy, monetary policy, and the U.S. Federal Reserve Board. Prepares oral and written reports to the Fund and its stakeholders, including annual and quarterly reports.

Prerequisites:

* Successful completion of EC 210 and EC 211, or MBA 640 and MBA 641, with a grade of “B” or better in each class

**Chief Accounting Officer**

Oversees all aspects of the Fund's accounting, recordkeeping and budgeting, including collecting financial data from brokerage statements and trade confirmations and maintaining detailed spreadsheets and Fund performance metrics. Prepares oral and written reports to the Fund and its stakeholders, including annual and quarterly reports and meeting minutes.

Prerequisites:

* Successful completion of AC 200 and AC 201, or MBA 609 and MBA 610, with a grade of “B” or better in each class

**Marketing Director**

Directs and oversees the Fund's internal and external communications, marketing policies, objectives, and initiatives, including website development and updating. Prepares all promotional and informational materials about the Fund. Develops a marketing plan and adjusts it as necessary.

Prerequisites:

* Successful completion of MK 303 or MBA 650 with a grade of “B” or better

**Portfolio Manager**

Responsible for managing the Fund’s investments in a specific market sector. Analyzes developments within the sector, including trends, news, securities filings, and mergers and acquisitions, as well as the financial and competitive position of Fund investments within the sector. Conducts ongoing research on investment opportunities and makes presentations to the Fund with detailed buy, sell or hold recommendations.

Prerequisites:

* Successful completion of FN 310 with a grade of “B” or better
* Preferable completion of FN 350 and FN 351, or MBA 622 and MBA 626, with a grade of “B” or better
* Successful completion of Bloomberg terminal training once a member of the Fund

Sectors:

|  |  |
| --- | --- |
| * Alternative Investments | * Consumer Goods and Services |
| * Energy and Utilities | * Financials |
| * Fixed Income | * Healthcare |
| * Information Technology and Telecommunications | * Industrials and Materials |

**Industry Analyst**

Monitors the Fund’s investments in a specific market sector. Analyzes developments within the sector, including trends, news, securities filings, and mergers and acquisitions, as well as the financial and competitive position of Fund investments within the sector. Conducts ongoing research on investment opportunities and assists portfolio managers in making presentations to the Fund with detailed buy, sell or hold recommendations.

Prerequisites:

* Successful completion of Bloomberg terminal training once a member of the Fund