

# Human Resources Associate

**MADRID, April, 2024**

## **About EDEN**

EDEN is a student-run endowment fund initiative powered by IE University in collaboration with IE Foundation offering enthusiastic students with genuine and practical experience in finance.

To learn more about EDEN please visit <https://eden-fund.com> and follow us on Instagram @eden.fund

**EDEN is pleased to announce the opening of positions for the next 2024/2025 academic year.**

EDEN's focus on quality long-term investing can only be achieved with an efficient, happy, and communicative team. As a member of EDEN management, you will visibly play a pivotal role in the organization by assessing the fund's performance, satisfaction, and operation. You will represent yourself as a top management figure at EDEN while performing objective analysis of the fund's status. This experience will allow you to develop your HR, Consulting, and Finance skillsets. Time management, communication, and critical thinking skills are needed for this role. Experience leading medium to large-sized teams is also considered an asset.

Within the fund, you will find a team of passionate and hardworking individuals who operate within a process-oriented structure that allows for a realistic investment fund experience. We developed the fund through meetings with leaders at bulge bracket and boutique banks, who have mentored us throughout the entire process. Our structure is dynamic and meritocratic. Each team within the investment division collaborates on a daily basis, and no investment is executed without the fund's majority approval. Through this methodology, we ensure that we make the most rational and quality investment decisions while learning valuable lessons and skills in the process.

Since our founding, we have hired and trained more than 25 students from Italy, Spain, India, France, Germany, China, Norway, Morocco, and Portugal. We don't have any clients; our focus is to provide an environment with the highest degree of professionalism where you, and we, can learn and constantly improve. We are pushing the boundaries of what it means to be a student: united and with passion.

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## What will you do:

- Enforce EDEN's culture of providing the highest degree of professional learning environment.
- Further improve your understanding of financial institutions, public companies, markets, and critical market issues.
- Lead effective organizational transformation and develop your entrepreneurial mind.
- Gauge and analyze the sentiment of the organization, while addressing issues and proposing improvements.
- Provide help and advice to all members of the fund and direct them towards EDEN resources accordingly.
- Wear "many hats" as you develop the fund alongside the management team.
- Perform qualitative and quantitative analysis of organizational value drivers.
- Manage projects and continuously improve the fund.
- Speaking your mind when you believe something can be changed, or if you believe there is change needed.
- Manage the recruitment process and cultivate the most talented and efficient team you can.

## What we are looking for:

- A very strong passion for the EDEN project and willingness to make it grow.
- Great interpersonal skills and soft skills, such as communication and presentation skills.
- Strong willingness to perform work as part of a hardworking international team.
- The understanding that what you do outside of the classroom is what shapes you - your GPA only goes so far.
- Sufficient understanding of the financial services industry. While you will not be performing any investment analysis, you will still want to feel "in the loop" and able to relate with members of the organization on an awareness and knowledge level.
- Above all else, you are a people person. You enjoy seeing others succeed and actively think about how you can improve the workflow of the fund.