

## **Chrysalis Ventures – Post-Graduate Degree Associate Job Description**

### **Chrysalis Ventures**

A venture capital firm based in Louisville, Kentucky, Chrysalis is a leading source of equity capital for growth companies in the Southeast and Midwest. We have more than \$250 million under management and have made investments in more than 50 companies. Chrysalis identifies and nurtures promising early-stage companies poised for growth. To these investments we contribute not just capital, but hands-on experience and assistance. Our mission is to help entrepreneurs build great businesses and deliver, as a result, outstanding returns to our investors.

For further information on Chrysalis, visit our website at [www.chrysalisventures.com](http://www.chrysalisventures.com).

### **Post Graduate-Degree Associate Position**

#### **Desired Background:**

The ideal candidate will have a graduate degree from a top-tier institution and 7-plus years of work experience. Desirable work experience includes work at investment or investment-related firms, or young, rapidly growing companies. Candidate will have actively participated in several private company financings and Portfolio Company exits (both favorable and unfavorable). Personal skills and behavior require: high energy self-starter who is capable of working with limited direction while managing multiple projects with strict deadlines; strong written and oral communication skills; and high proficiency with financial analysis and modeling. Chrysalis' culture is built around team players who are quick studies and who can clearly and succinctly communicate their opinions in a strong and professional manner.

#### **Primary Job Responsibilities:**

Support Chrysalis' principals on all portfolio-related activities including:

- Review potential investment opportunities for preliminary interest
- Perform thorough due diligence including: financial modeling, review of personnel, industry research, market validation, etc.
- Negotiate transaction terms
- Review legal documents and manage legal counsel during transactions
- Write investment memos, quarterly reports, and other correspondence related to portfolio companies
- Monitor portfolio companies through regular contact with senior management, review of reporting, and attendance at BOD meetings
- Conduct research and produce reports on possible investment themes
- Represent Chrysalis at industry conferences

#### **Compensation**

Competitive salary and benefits.