SAIL INVESTMENTS

Open Position:	**Associate**	August 2026
Team:	**Operations**	
Location:	**The Hague**	

Job Description: Associate, Operations

BACKGROUND & GENERAL DESCRIPTION

Sail Investments ("SAIL") is a boutique investment firm based in The Netherlands and focused on delivering sustainable measurable returns to our investors over the long-term (www.sail-investments.com).

Established in 2017, SAIL was set up to finance the transition of industries towards a sustainable future, and more specifically the climate transition which needs to occur in the coming decades.

SAIL's first focus is to finance the decarbonisation of soft commodity supply chains (i.e. food and agriculture) where deforestation (especially in the tropics) is a major driver of CO_2 emissions and biodiversity destruction. SAIL acts as the investment manager to the &Green Fund, which is aiming to do just this. Through &Green, SAIL has invested over USD 280 million in the tropics already. To support the climate transition, SAIL is targeting a globally diversified, dynamic portfolio of US$500 million by 2027, reaching USD 2 billion by the end of the decade. Our current investor base includes leading climate change public investors as well as development finance, corporate and private institutions (www.andgreen.fund).

We are a firm with an inclusive culture where integrity, empathy, entrepreneurship, humility and curiosity are values we live through our daily principles. Just as in our investment strategy, we take a long-term view on people, aiming to hire ambitious, engaged individuals who are interested in being part of an idea and staying the course to see real, on-the-ground results delivered. Our vision is that everyone in our team can grow with our business, contributing to and sharing in the success that we create as a team.

SAIL is currently looking for an Associate to join our team, with a primary focus on SAIL's high standards of compliance, corporate secretariat and contracting. The Associate will also support with other middle-office functions and will support the COO in managing SAIL's outsourced service providers (e.g. AIFM, fund administrator and legal advisors).

RESPONSIBILITIES AND TASKS

1. Compliance and Reporting

- Ensure that relevant contractual obligations of SAIL and the funds managed by SAIL (the "SAIL Funds"), including all payments, reporting and confidentiality requirements are appropriately addressed, delivered and adhered to.

- Oversee the management of the timely delivery of the obligations to the SAIL Funds by their respective portfolio companies in terms of the relevant agreements, including reporting and payment obligations. This requires a close working relationship with the investment team.
- Reviewing, drafting and/or updating policies and procedures adopted by (and/or applicable to) SAIL and the SAIL Funds.
- Manage SAIL's compliance with the requirements of SOC2, including managing the GRC service providers and SOC2 annual audit.
- Remain up to date on all laws and regulations applicable to SAIL and the SAIL Funds (including engagement with legal and compliance advisors in this regard) and advise on applicable regulatory impact on the business of SAIL and the SAIL Funds.
- Manage all AMLCFT and KYC requirements for SAIL and the SAIL Funds.
- Oversee the timely delivery of investor reporting obligations, working closely with the Business Development and Investment teams to ensure effective coordination and execution.
- Quarterly reporting to the SAIL Executive Board and the governance bodies of the SAIL Funds.

2. Company Secretariat

- Prepare agendas, meeting packs and minutes for meetings of governance bodies (Boards, Advisory Boards and Investment Committees) of SAIL and of the SAIL Funds.
- Assist in the arrangements for each of those meetings and liaise with chairpersons of each meeting to finalise agendas and minutes and any written resolutions or extracts of minutes.

3. Agreements

- Review and edit all service provider agreements and NDAs for SAIL and the SAIL Funds, and certain transaction documents with borrowers and investors of the SAIL Funds, including managing the execution and conditions precedent fulfilment with respect to those agreements.
- (Managing compliance with the obligations of SAIL and the SAIL Funds under those agreements is described above.)

REQUIRED SKILLS AND QUALIFICATIONS

- Bachelors degree or equivalent qualification in commerce (e.g. B.Com, B.BusSci) with a strong preference for a post-graduate qualification in law (e.g. LL.B), business management or similar. Qualifications such as CFA or CAIA are desirable but not required.
- More than 5 years' relevant experience;
  - Strong preference for experience in a similar role within an investment management firm; and/or
  - Experience as a senior paralegal; and/or
  - Completed articles (candidate attorney or similar experience) with a reputable law firm.
- Strong contract and EU regulations acumen is required (preferably in the financial services industry).
- Excellent, demonstrable project management skills.
- Attention to detail and high degree of curiosity and integrity.
- **Fluent in English**, with Dutch Spanish, Portuguese or French an advantage.

- Excellent computer skills, including a high degree of proficiency in fund administration software (Salesforce or similar), Microsoft Power BI, Word, Excel, Powerpoint and Outlook.
- Team player, comfortable in an international and a start-up atmosphere.
- Desire to grow within a dynamic team and take on more responsibility.
- Ability to work under pressure and to handle multiple tasks, while remaining cheerful and professional.
- Can-do and customer-oriented attitude, experience in dealing with SAIL's stakeholders for this role.
- Passion for and knowledge of sustainability and financial services.

LOCATION AND TERM

SAIL offers a competitive salary package, and a dynamic and growing team setup for growth of the business. The role itself is based at our offices in The Hague and is subject to our flexi-time policy, which permits employees to allocate the time that they work between the office and elsewhere, provided that they spend at least 3 days per week in the office.

We welcome applications from all candidates fitting the profile and who are able to work in The Netherlands. Please submit your application **with** a motivation letter, including your earliest possible starting date, and your CV to hr@sail-investments.com.