



Position:	Investment Associate
Site:	Hybrid: MaRS Discovery Tower (Toronto) + Work from Home
Organization:	Grand Challenges Canada
Reports to:	Investment Manager
Status:	Temporary, Full-Time (12-month contract)
Salary:	\$74,129/year + % in lieu of benefits

[Grand Challenges Canada](https://www.grandchallenges.ca) backs Bold Ideas with Big Impact®. We are a global innovation platform and one of the world's leading impact-first investors, working toward a future where innovation helps everyone thrive. With support from the Government of Canada and other partners, we use a Grand Challenges approach to identify, invest in, and help scale bold, locally led solutions that advance health, equity, and resilience in low- and middle-income countries and Canada.

We back bold ideas from seed to scale—combining capital, advisory support, and strategic partnerships to help them grow and succeed. We look for innovations that combine science, social insight, and business strategy—what we call Integrated Innovation®—to drive real-world change.

We work with innovators to test, refine, and de-risk solutions, positioning them for long-term adoption through public systems, private-sector pathways, or blended models. Our goal: to save and improve lives at scale by turning bold ideas into sustainable solutions. Learn more at www.grandchallenges.ca.

POSITION OVERVIEW AND KEY RESPONSIBILITIES

As a member of the newly formed Impact Investments team at GCC, this role will contribute to the team's objective of seeking bolder innovations and putting money in the hands of innovators, playing a pivotal role in building and shaping GCC's portfolio. The Investment Associate ensures the implementation of efficient, high-quality investment management processes across the complete investment life cycle, working closely with GCC innovators and cross-functional teams. Reporting to an Investment Manager, the Investment Associate operates in a matrix approach supporting deal-making across Seed, Transition-to-Scale (TTS) and Scale, and promotes effective handoff of signed deals to the Portfolio Management team.

Key responsibilities include, but are not limited to:

Support deal pipeline and sourcing

- Conduct in-depth pipeline research, sourcing high-potential innovations, supporting TTS application intake and review processes for new potential investments, performing innovation screens for seed proposals, and maintaining relationships with external partners.

Support Investment Manager(s) to fund innovative risk capital (debt and equity) deals

- Conduct in-depth company and market analysis, synthesizing historical financials, operating metrics, and sector benchmarks to inform investment due diligence and deal structuring.
- Develop, maintain, and analyze robust financial models to assess early- and growth-stage opportunities, including, but not limited to, valuation analysis, forecasting, and dilution scenarios.



- Assist in reviewing and organizing financial and legal documents (e.g. capitalization tables, term sheets, shareholder/loan agreements, etc).
- Support compliance with internal processes and functional diligence requirements, including, data entry into Fluxx software.
- Assist in preparing investment memorandum and presentation of potential investment to GCC's investment committee.
- Assist in the closing process of the investment deal.

Lead early-stage deals aligned with GCC's investment thesis

- Lead end to end investments process for two early-stage deals (up to \$300K each) per year, typically for innovators graduating from PoC to Transition to Scale stage (conduct pre-investment due diligence and lead the preparation of investment memorandum, lead the presentation of potential investments to GCC's internal Management Committee).
- Lead negotiation processes for new funding agreements (focused on POC and TTS grants), ensuring appropriate project and institutional due diligence (e.g., financial, legal, IP, and risk mitigation) is complete.

Contribute to a high-performing team and support a thriving culture

- Support onboarding and training of junior or new staff to contribute to the Impact Investments function.
- Contribute to, support and/or lead process improvement projects within the Impact Investments function and cross-departmentally.
- Model work behaviours that support personal and team wellness and are aligned with GCC's values and passion for boldness.
- Engage with key internal and external stakeholders, overseeing relationships with potential investees, to contribute to GCC's strategic interests.
- Demonstrate the positive participation that you seek by playing an active and visible role in GCC team building events and townhalls.

Qualifications

- A minimum of 2-4 years of relevant professional experience in impact investing, venture capital, private equity, private debt, management consulting, or related fields, with direct experience in managing transactions.
- Strong financial modeling and analytical skills to assess company performance, valuation, and capital structure
- Familiarity with early-stage investment instruments (e.g., grants, SAFE notes, convertible debt, equity) and experience leading due diligence and transaction processes
- Proficient in Excel and comfortable using tools such as PowerPoint, financial modeling platforms, or CRM systems
- Demonstrated interest in and knowledge of relevant domains (e.g., global health, international development, social finance/impact investing)
- Demonstrated analytical, organizational and prioritization skills
- Excellent verbal and written communications skills
- Undergraduate degree in a relevant discipline (e.g. international development, impact investing, finance, economics etc.) – or commensurate work experience
- Passion and positivity for what we do and the impact we seek in the world
- Experience working and/or living in low-resource contexts is a significant asset

- Working knowledge of French a significant asset

People from historically excluded communities with lived experiences in relevant thematic areas are encouraged to apply. People with lived experience and/or work experience in the communities or countries we are supporting are especially encouraged to apply.

Don't meet every requirement? Studies have shown that women, people of colour, people from LGBTQ2S+ and disability communities are less likely to apply to jobs when they do not meet every qualification. At Grand Challenges Canada, we are dedicated to building a diverse, inclusive, authentic, and accountable workplace, so if you are excited about this role but your experience does not align perfectly with every qualification in the job description, we encourage you to apply, as you may be the ideal candidate we are looking for.

Location and Work Requirements

- We are currently working in a hybrid model with time in office and working from home. With rare, approved exceptions, GCC staff are to live in or near the Greater Toronto Area (GTA) and available to travel to, and work from the Toronto main office, as business operational needs require. Any expenses related to travel and or relocating to Toronto are the sole responsibility of the employee and will not be reimbursed by GCC.
- Domestic and international travel required.
- Applicants must be eligible to work in Canada.

Temporary Full-Time Benefits

- A percentage (%) in lieu of benefits.
- Up to 20 days of vacation for an annual contract, otherwise prorated.
- Four (4) day work week (with Friday as a flex/off day), excluding weeks with Statutory holiday (program reviewed annually).
- Access to Employee Assistance Program (EAP).
- Value-added discounts for fashion, personal services, home, food/drink, electronics, gifts, travel, auto, and wellness.
- International SOS (ISOS) travel safety and supports around the world.
- Bring-your-own-device (BYOD) cell phone allowance.
- Professional development and wellness allowance.
- New Temporary Work Relocation – work remotely for up to 90 days, almost anywhere in the world.

Term

- Start date: Immediate

Application process

- Please submit your resume and cover letter [here](#).

AI Use in Application Processing

Please be advised that Grand Challenges Canada may use artificial intelligence tools to assist in the processing and evaluation of applications submitted for this position. These tools may be used to support activities such as résumé screening, candidate assessment, or scheduling, and are used as an aid to, and not a replacement for, human decision-making. All hiring decisions are made by qualified personnel who



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review AI-assisted outputs before any determination is made regarding a candidate's application. Grand Challenges Canada is committed to ensuring that its use of AI in recruitment is fair, transparent, and free from unlawful discrimination, in accordance with applicable federal and provincial human rights and privacy legislation. If you have questions about how AI is used in our hiring process, or if you require an accommodation at any stage of the recruitment process, please contact GCC's HR Team at hr@grandchallenges.ca.