CLIFFORD SWAN
INVESTMENT COUNSELORS

Investment Counselor
Clifford Swan Investment Counselors
Pasadena, California

Firm Overview

Clifford Swan Investment Counselors is an independent, 100% employee-owned registered investment adviser serving high net worth individuals, families, and not-for-profit organizations. With over $3.8 billion in assets under management and approximately 950 high net worth and institutional clients, Clifford Swan is committed to providing objective investment management based on rigorous investment research and financial advice with personalized, responsive client service. Our longstanding success as a firm is rooted in our values, which prioritize putting our clients first and adhering to the highest ethical standards.

Position Overview

Investment Counselors work within a collaborative team of experienced investment professionals and client service specialists to deliver wealth management services to Clifford Swan clients. As Investment Counselors, we are committed to a fiduciary standard of care in providing objective, professional investment advice and portfolio management to our clients. The Investment Counselor establishes trusted relationships with each client, providing holistic advice to preserve and grow wealth in support of each client's financial and personal goals.

This position is financial planning-focused and is responsible for generating new client relationships as well as supporting existing firm clients. While Portfolio Strategy is a key responsibility for this position, day-to-day portfolio management is not.

Job Responsibilities

- Develop and implement wealth management strategies in support of clients' financial goals
- Create asset allocation strategies and collaborate with Portfolio Manager to review and apply client guidelines, monitor cash flow, address client requests
- Understand the investment decisions made by the Portfolio Manager and Research Team and articulate them to clients
- Develop and manage client relationships through regular client meetings and communications
- Coordinate with internal and external relationships to meet financial needs of clients
- Enhance the firm's value to the client through scope of work and strategic collaborations inside and outside the firm
- Work with current Investment Counselors and Senior Management to enhance and develop the firm's financial planning service offering

- Communicate with Client Service and Financial Planning Specialist(s) to maximize efficiency and quality of client relationship
- Ability to coach colleagues on the planning process
- Participate in community outreach, networking and marketing activities to drive new business opportunities.

Qualifications

- Planning background with Certified Financial Planner (CFP®) designation required
- 7 - 10 years of experience in investment management and/or financial advisory services with demonstrated ability to develop and manage financial plans and client relationships
- Proven track record of working with high- and ultra-high-net-worth individuals and families
- Ability to work successfully in an entrepreneurial, small-company environment
- Demonstrated ability to work both independently and collaboratively as part of a team
- Ability to assign priorities to multiple concurrent, competing requests while ensuring accuracy, completeness, and timeliness
- Proficiency in Microsoft Office; experience with financial planning, client relationship management, portfolio management and document management software
- Candidates must be eligible to work in the United States without sponsorship or restrictions

Expected base salary for the role will generally be $150,000 – 200,000 per annum at the commencement of employment. However, base salary if hired will be determined on an individualized basis and is only part of the total compensation package, which, depending on the position, may also include other forms of compensation such as, discretionary bonuses, incentive packages, and firm-sponsored benefit programs.

All applications must include a resume and cover letter. Please send this information to Gretchen Lee via email at GLee@cliffordswan.com.

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