



Prime Impact Fund Intern – Investment Operations

Location: Cambridge, MA (likely remote)

[Apply here](#) by Friday, January 29, 2021 at 9 pm ET

About Prime Impact Fund:

Prime Impact Fund invests in transformative technology companies with the potential for gigaton-scale climate impact. Drawing on catalytic capital with a long-term lens, the fund is purpose-built to support high-risk, high-reward ventures at the earliest stages. Prime Impact Fund is a program of Prime Coalition, a 501(c)(3) public charity. Prime Management Company is an equal opportunity employer with an intentional focus on diversity, equity, and inclusion. Applicants from backgrounds which are underrepresented in venture capital are especially encouraged to apply.

Internship Description:

We are seeking up to two outstanding interns for Summer 2021 to support Prime Impact Fund's investment operations. This is an opportunity to be part of a small and dynamic team innovating at the forefront of investing, philanthropy, and technology commercialization.

Primary Responsibilities:

The Intern's overarching responsibility will be to assist in identifying, screening, and evaluating companies for potential investment from Prime, and to support operations in service of the identifying and screening process. One intern may have an added emphasis on carbon markets.

Primary tasks include:

- Screening of investment opportunities for consideration by Prime Impact Fund, based on quality of technology and team, potential for impact, and fit for catalytic capital.
- Assisting in analysis of investment opportunities and preparation of diligence materials, as needed.
- Expanding and maintaining the set of pipeline partners that contribute to Prime's investment funnel and simplifying regular communications with those partners to facilitate their additions to Prime's funnel.
- Assist in research for and formulation of investment thesis topic areas for Prime Impact Fund, depending on current firm priorities.
- Updating Prime's registry of climate-focused early-stage ventures and working closely with the Prime Impact Fund team to configure the registry for ease of use. This may include writing scripts to incorporate companies from online databases (e.g. Cleantech Group's i3 database) and those inbound from Prime's website, filtering in relevant companies from incubator portfolios, business plan competitions, and government funding logs.

Desired Qualifications

- Pursuing undergraduate or master's degree (including MBAs), and/or relevant work experience in energy, climate, startups, science, engineering, finance, and/or philanthropy. Technical background preferred.
- Exceptionally organized and technologically proficient, with demonstrated ability to design new work systems for organizational efficiency.
- Highly mission-oriented.

- Ability to work independently and take initiative on self-directed projects.
- Ability to represent Prime with utmost professionalism and to cultivate fruitful relationships with internal and external stakeholders.
- Excellent oral and written communication abilities.
- Highly collaborative and team-oriented.

Hours & Compensation

- 40 hours per week for a minimum of 10 weeks (12 preferred).
- Interns may be compensated through one or a combination of the following:
 - The Massachusetts Clean Energy Center's internship program (available to MA residents and non-PhD students at MA institutions – [check eligibility here](#))
 - Other university- or scholarship-derived funding sources pursued by the applicant. Please let us know your plans if this is the case.
 - Academic credit at their home institutions. Interns will work together with Prime Impact Fund staff to structure these arrangements on a case-by-case basis.

Questions? Contact Michael Campos (michael@primecoalition.org)