



## Intern Job Announcement

### Fall, Spring, Summer Position Recruitment

Established in 2015 as a Benefit LLC, CFA is a women-owned consulting and advisory firm specializing in helping our clients develop climate finance strategies, appraise and structure climate-aligned investments, channel public and private capital to sustainable investment, and integrate climate considerations into investment decisions, financial products and services, and policies.

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CFA has an ongoing **internship program**, with intakes usually tied to the Fall and Spring semesters as well as the Summer break. **All internships are paid**, and work-study arrangements are considered. Internships may be made available to qualified applicants on a rolling basis during the school year and beyond.

CFA internships provide an opportunity to work on interesting projects in the areas of climate finance, climate change policy and international development, climate risk/resilience, and private finance. Interns generally perform the following assignments:

- Research on the topic of climate finance, sustainable development, and investment, to support CFA team members and client engagements;
- Support the preparation of funding proposals and Request for Proposals, case studies, reports, presentations, articles, and blogs, including research, drafting, Excel and PowerPoint;
- Support financial modeling and analytical support for project financing, climate risk, resilience, and associated financial structures;
- Support management of the website and outreach; and
- General administrative support as required to help the team manage clients, partner relationships, and CFA operations.

Several of our interns have graduated to full-time positions at CFA itself, other consulting and advisory firms, and at financial institutions, in the USA and abroad.

#### Timing and Location

Approximately 20 hours per week, depending on outside commitments. Full-time or nearly full-time (up to 40 hours per week) may also be considered. Flexible hours and location depending on the intern's other commitments; however, strong preference given to candidates located in either Washington, DC or New York City.

#### Qualifications:

- Master's degree preferred (graduate or in process) in finance, economics or related fields.
- Experience or knowledge of international development, clean energy investment, climate change policy, insurance, risk management and/or private sector financing preferred.
- Quantitative analysis and financial analysis and modeling skills preferred.
- Excellent English writing skills.
- Working-level foreign language capabilities are an asset, in particular French and Spanish.
- Advanced proficiency in Word, Excel, and PowerPoint.

#### Personal Characteristics:

- An entrepreneurial spirit and a willingness to help with a variety of tasks related to growing a start-up business.
- Attention to detail.
- Ability to work with minimal supervision, but not afraid to ask for guidance and clarification.
- Team player
- Creative thinker
- Initiative.

**How to Apply:** Email your resume and a short cover letter to [jobs@climate-fa.com](mailto:jobs@climate-fa.com). No phone calls, please.