

POSITION ANNOUNCEMENT: INTERNSHIP JUNE 2008

Summer Research Intern

Overview

Social Venture Technology Group (SVT) is a San Francisco-based consulting firm specializing in the measurement, management and communication of social and environmental impact. SVT is a leader in the field and well positioned to advance the widespread adoption of tools that make information about impact a strategic asset to both managers and investors. Our vision is that when impact is systematically articulated and managed, investment will flow to organizations that create positive impact and those organizations can better manage themselves to optimize resources for maximum positive results. Our work involves analysis, tool customization and implementation, and field-building R&D.

SVT seeks summer interns to assist with a variety of tasks as described below.

Goals

The goals for the summer intern(s) are to: 1) gain practical knowledge in the analysis of non-financial value and social return on investment; 2) to understand manager and investor motivations for doing this type of analysis; 3) to gain insight into the market for this service and the field as a whole; and 4) to develop real-world experience working in an entrepreneurial business environment.

SVT's goals are to: 1) obtain practical assistance with a variety of research and client projects; 2) build relationships with potential employees or contributors to the field; and 3) help train individuals who are interested in social and environmental impact measurement and SROI analysis.

Description of work

The SVT summer internship will involve assisting SVT partners Sara Olsen and Brett Galimidi in several areas which may include: marketing and press relations; strategic business development; project management; client work including impact research, analysis and deliverables (some of which may be published in *Fast Company* magazine or other media); information technology tools research and development; and administrative support to all of the above. Some daily tasks will depend on the business in-house at the time of the internship. While SVT cannot guarantee the specific nature of projects we make every effort to ensure the intern experience yields both learning and adds practical value to SVT.

Tasks will depend upon the intern's skills, qualifications and interests, and may include:

Direct client work (depending on current projects at the time of internship)

- Field-specific research
- Project management of deliverables from SVT staff/contractors
- Social return on investment (SROI) calculations
- Assistance with preparation of client deliverables including proposals, reports, presentations, etc.
- Administrative support to client project activities

Business development and marketing

- Assistance developing client pitches and/or proposals based on client needs, market needs, SVT's abilities, etc.
- Assistance developing marketing materials
- Assistance cultivating marketing channels, including cross-listings on related entities' websites, web search optimization, etc.
- Logistical and administrative support to business development efforts

General assistance

- Synthesizing news articles/web posts for easy consumption
- Schedule/coordinating
- Helping out in any way needed in a growing, entrepreneurial organization

Work Environment

SVT is a small but active firm working on many groundbreaking projects at once. We are a growing business requiring an entrepreneurial spirit from our team to keep up with both client and business development demand. We work in a diverse range of fields, from environment to health to economic development and beyond, and we expect team members to bring flexibility and a diverse set of interests to bear. We work hard but believe in a good work-life balance. Our offices are located in downtown San Francisco, though we frequently work remotely. We have clients in many countries and conduct a good deal of business using online using Skype and other tools.

Requirements

Skills and experience

Excellent written and spoken English skills

Strong research skills

Passion for the intersection of social, environmental and business/investment goals

Attention to detail

Fluency in languages other than English a plus, particularly Spanish, French, Japanese or Chinese

Desktop and web-based graphic design skills a plus

Time

Ideally the intern will be able to work 40 hours per week; the minimum commitment is 24 hours per week (3 full days). Some projects will require in-office or continuous online presence during defined workday hours, while other projects can be done nights and weekends as determined by the intern. The internship is for a period of 3 months. We will look for interns who can start in June (specific dates are flexible) and work into September. If you are currently a student and resume classes earlier, we can negotiate; please let us know.

Equipment

Interns must have their own reliable, internet-accessible computers with Skype or Skype-compatible functionality. Interns will be required to be online during defined time periods. If the intern does not have internet access at home, SVT's office internet may be used. Please note that SVT cannot supply home internet access. Cell/telephone accessibility is a plus but not required; having it will support greater flexibility for the intern to work from home or other locations if desired.

Compensation

The summer internship is unpaid. We will strive to optimize recognition and networking opportunities, and approve school credit were appropriate.

Expectations

SVT does not guarantee any employment after the conclusion of the internship. Any offers of ongoing contract work or employment will be based on actual staffing needs and whether the individual is a match with those needs, and will be evaluated by SVT at the conclusion of the internship. SVT expects interns to uphold their commitment to the 3-month internship, barring major unforeseen obstacles. Upon successful completion of the internship and the delivery of high-quality work, a letter of recommendation will be written on behalf of the intern.

Contact

If you believe you are a match for SVT's Summer Internship Program, please submit your resume and a cover letter describing your qualifications to jobs@svtgroup.net with the word INTERN as part of your subject header. We regret that due to bandwidth constraints we may not be able to respond to applicants other than those we interview.