

Workforce Development, Partners, and Investor Landscape Intern Job Description 2024

Position: Fall 2024 NECEC Workforce Development, Partners and Investor Landscape Intern

Organization: Northeast Clean Energy Council

Schedule: 20 hours/week for 12 weeks

Location: Mostly virtual, with the possibility of in-person meetings (the company is based in Somerville, MA at Greentown Labs)

Reports to: Vice President, DEIJ and Workforce Development and Director of Navigate

Start date: September 2024

Compensation: \$13/Hr

Eligibility: Must meet the eligibility requirements of the internship program

As an Equal Opportunity Employer, NECEC uses inclusive hiring practices and does not discriminate based on race, color, religion, sex, pregnancy status, marital status, national origin, disability, age, sexual orientation, veteran status, genetic information, gender identity, gender expression, or any other factor prohibited by law. Our management team is dedicated to this policy concerning recruitment, hiring, placement, promotion, transfer, training, compensation, benefits, employee activities, and general treatment during employment.

How to apply:

Interested candidates should email Barry Reaves at breaves@necec.org with a resume and cover letter. Subject line should read: "Fall 2024 NECEC Workforce Development Partner and Investor Contractor Landscape Intern." Resumes must be submitted by September 1st

Position Overview:

NECEC is seeking an intern to support initiatives in the clean energy sector. The primary goal of this position is to map out the landscape of partners and investors who work with incubators and other organizations that work with startups and can recommend them to the Navigate program in the Northeast.

The Navigate Program leverages NECEC's networks to provide cleantech startups ranging from pilot stages to further commercialization, access to resources, and business support to grow and scale.

They play an essential role in the ecosystem as we look ahead to the region's 2050 goals and the amount of equipment that needs to be installed, whether solar, wind, offshore wind, heat

pumps, electrical grid equipment, or EV charging stations, significant job growth is necessary in these subsectors. NECEC wants to expand our investor and partnership networks and their perspectives on the future.

Responsibilities:

As part of this role, you will be responsible for supporting the engagement with members from both networks. This involves planning and executing events, as well as conducting research related to Investors and Partners. Specifically, your tasks will include:

- Researching and mapping partners and investors in the region.
- Identifying leads for potential partners or investors
- Analyzing the potential products and services and Navigate could provide these companies with support for their engagement in the just transition.
- Identify Companies from across North America and Europe (companies from outside the USA eager to develop and/or expand their business in the USA, especially in Massachusetts)
- Identify actively seeking investment (series seed, A, B or C), corporate customer, and/or strategic partnership
- Preparing a comprehensive report for NECEC staff that clearly understands the landscape within the incubator partner and investor network sector.
- Other tasks are assigned by the VP of DEIJ, WFD, Director of Navigate, and/or the President.

In addition, the intern will meet regularly with their supervisor for coaching and to provide updates. The intern is also invited to attend weekly NECEC staff meetings and participate in the NECEC mentorship program.

Qualifications:

- Be passionate about ending climate change
- Have strong written and oral communication skills
- Demonstrate strong analytical capabilities
- Be able to work independently, with initial guidance
- Be flexible
- Be able to tackle multiple assignments simultaneously
- Pay close attention to detail

About NECEC:

NECEC is the premier voice of businesses building a world-class clean energy hub in the Northeast, helping clean energy companies start, scale and succeed with our unique business, innovation and policy leadership. NECEC includes the Northeast Clean Energy Council (a nonprofit business member organization), and NECEC Institute (a nonprofit focused on industry research, innovation, policy development and communications initiatives). NECEC brings together business leaders and key



stakeholders to engage in influential policy discussions and business initiatives while building connections that propel the clean energy industry forward. Learn more: <http://www.necec.org>.

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