



ESG Shareholder Engagement College Intern-Part Time

Sustainable investment firm that integrates environmental, social, and governance (ESG) factors into its investment process seeks an undergraduate student as a part-time engagement intern. Applicant will join an entrepreneurial team operating from the downtown Boston office.

Job Description

Support the Head of Engagement and others in carrying out the global engagement initiatives of the firm including assisting with tracking and recording all engagement activities in database, tracking broader sign-on letters, conducting primary research for new initiatives and engagement letter-writing (i.e. such as following up with companies on proxy board vote decisions) participate as needed in company dialogue/meeting calls to take notes. Ability to meet deadlines with careful attention to detail and straightforward communication are essential. While this position will work closely with the Head of Engagement, the candidate must be a team player comfortable to work others on the ESG team.

About the Firm

Boston Common Asset Management is an investment manager and leader in global sustainability initiatives, specializing in long-only, globally focused equity strategies. The Firm seeks sustainable, long-term capital appreciation by investing in diversified portfolios of high quality companies, incorporating rigorous analysis of financial and environmental, social and governance (ESG) factors. As a shareowner, we urge portfolio companies to improve transparency, accountability and attention to ESG issues. Boston Common managed over \$2.6 billion in assets, including subadvised assets, as of March 31, 2018. The firm currently has 35 employees in two offices. Boston Common, independent and employee owned, is committed to a diverse workforce and encourages employees to participate in community and social outreach.

Qualifications

We are looking for an undergraduate student willing to work this summer (20-30 hours) as well as 10 hours a week through the school year. We are ideally looking for a candidate that will graduate May 2020 but would be open to a student graduating May 2019. The position calls for a conscientious, detail-oriented with good writing and communication skills. The position requires computer and Internet proficiency and some knowledge of Microsoft Excel (intermediate level - pivot tables, macros and vlookup, for example) and Internet-based database search tools.

Boston Common Asset Management is committed to fostering a diverse and inclusive work environment because we believe diversity enriches our efforts and aligns with our integrated investment approach. Boston Common Asset Management is a committed Affirmative Action-Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, sex, national origin, age, disability, military/veteran status, sexual orientation, gender identity or expression, marital status, genetic information or any other protected status.

To Apply: Send resume and cover letter to lcompere@bostoncommonasset.com using subject line "ESG Shareholder Engagement Intern". No phone calls please.