



## **Job description: Principal, Prime Impact Fund**

*April 2019*

Prime Management Company seeks a Principal for its early-stage, impact-driven venture capital fund. Prime Impact Fund brings a fundamentally new approach to venture investing, channeling catalytic capital to embrace high risk and prioritize climate impact. Reporting to the Managing Director, the Principal will be a crucial member of a small team which builds relationships with start-up founders, funds breakthrough technology companies, serves on boards, and manages investments to outcome. We are explicitly recruiting for a Principal who will be capable of being promoted to Investment Director after two years, at which point the recruit and a peer will have responsibility for managing the fund through the remainder of its 15-year life. This is a unique opportunity for the right individual to learn the business of venture capital apprenticeship-style alongside a proven mentor and rapidly take on responsibility for managing an early-stage fund.

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.

Location: Cambridge, Massachusetts.

Reporting relationship: Reports directly to Managing Director.

Compensation: Salary commensurate with the fund's investment stage and style, plus incentive compensation partially based on impact metrics.

Responsibilities:

- Work with the fund's Managing Director and a peer Principal to make pre-seed, seed, and Series A stage investments in transformational start-up companies that could have a big impact on climate change. Companies backed will have the potential to mitigate CO<sub>2</sub> emissions at the gigaton level, be attractive to follow-on investors, and be a fit for catalytic capital.
- Source high-quality investment opportunities in sync with the fund's mandate. Prove through your presence in the community, your sharp mind, and your eagerness to assist entrepreneurs that you are the first call for breakthrough start-up founders.
- Develop and maintain a network of trusted relationships among entrepreneurs, co-investors, university faculty and grad students, incubators, and technology hubs.
- Conduct due diligence on prospective investments including industry research, expert interviews, competitive analysis, and financial modeling.

- Form well-articulated theses about key technology categories based on your own research, analysis, and point of view. Advocate passionately for these points of view and find breakthrough entrepreneurs who are aligned with them.
- Negotiate terms with start-up CEOs and co-investors to drive investments to close.
- Sit on boards of directors as an observer or board member (commensurate with experience and growth), proving added value to portfolio CEOs at every interaction.
- Assist with fundraising.
- Assist with impact and financial reporting to fund investors.
- Help manage relationships with fund investors.
- Contribute to thought leadership efforts through conference presentations, white papers, guest articles, and social media.
- Be able to rapidly take on new responsibilities up to and including management of the fund. You will have a career development program from day one aiming for you to take on fund responsibility alongside a peer after two years on the job.
- Be a zealous advocate for the fund’s mission in all aspects of your professional life.

Requirements:

- Strong alignment with the Fund’s “impact-first” climate mission.
- Broad and deep understanding of energy and environmental technologies.
- Five to ten years’ relevant work experience including one to three years in an early-stage venture capital role. Institutional investment experience (i.e., investing other people’s money) is highly favored.
- Self-starting, can-do attitude: you should be a person who says “yes, if,” not “no, because,” and who gets excited about uncharted territory rather than intimidated.
- Excellent academic track record. An MBA, a master’s degree or Ph.D. in a science or engineering-related discipline, or both is beneficial.
- High degree of organization and attention to detail; ability to juggle multiple tasks.
- Entrepreneurial, enthusiastic, and collaborative approach to work.
- Superior communication, listening, and critical thinking skills. Ability to speak articulately and think on your feet. A good sense of humor is a key asset.
- The more you can bring an existing network of technology and business leaders in energy and environment, the faster you will come up to speed in this role.
- Strong analytical skills, both qualitative and quantitative.
- Excellent office software skills.
- Deep intellectual curiosity coupled with a vision for a better world.

Contact: Send resume and cover letter to:

[careers@primecoalition.org](mailto:careers@primecoalition.org)