

Zurich, 8 January 2025

Swiss Sustainable Finance – Internship (6 months) – 100%

Who we look for

SSF is seeking a dynamic and self-motivated Graduate with knowledge in sustainable finance to support the organisation in achieving its goals. As part of a motivated, interdisciplinary team, you will work with the SSF Project Managers on various tasks including: social media and other communication, supporting the different SSF Focus Groups, organising events, updating the website, contributing to drafting and editing publications, providing member services, and carrying out applied research, in addition to supporting the team with other regular and ad hoc tasks. The tasks leave ample room for creativity and constantly offer new insights into the world of sustainable finance. In our team, we count on the responsibility and ambition of each team member to work efficiently and pragmatically thereby creating maximum impact and visibility.

Required skills

- Master's degree in economics, finance, international relations, environmental sciences, business administration or other relevant subject
- Knowledge in sustainable finance (e.g. through thesis or internship)
- Strong writing skills and generally a good command of language
- Proficient German and English; French is an asset
- Good analytical and problem-solving skills
- Structured working style and reliability
- Microsoft Office software proficiency
- Good knowledge of social media and website CMS systems, knowledge of Mailchimp is an asset
- Endurance, flexibility and pragmatism to cope with short-term workload peaks and a wide range of tasks
- Great team player with high self-motivation

What we offer

- Autonomous working style in a highly motivated, interdisciplinary team – with contacts to our colleagues in Geneva
- Working in a strong network of a large and very dynamic community thanks to the various interactions with member organisations and direct personal contacts
- Opportunity to contribute to the strong reputation of our organisation that is perceived as an important force in the Swiss financial centre
- Possibility to participate at own and third party events

- Workplace in the historical centre of Zurich with flexible working models
- Competitive intern compensation
- Start of work: April (or upon agreement)
- Possibility of internship extension by a further 6 months

About Swiss Sustainable Finance

SSF supports the Swiss financial centre in achieving a leading position in sustainable finance by shaping Swiss frameworks, engaging key stakeholders, informing on best practice and creating supportive tools. The association, founded in 2014, has representative offices in Zurich, Geneva and Lugano. Currently, SSF unites over 250 members and network partners from financial service providers, investors, universities and business schools, public sector entities and other interested organisations. An overview of Swiss Sustainable Finance's current members and partners can be found on its [website](#).

Please send your application by email to Bea Meyer

Email: bea.meyer@sustainablefinance.ch

If there are any questions, don't hesitate to contact us via email or by phone.

Tel. +41 44 515 60 50

Application Deadline: 28 January 2025