

## The Lightsmith Group – Fellowship Job Description

### Fellowship Position at the Lightsmith Group

#### The Firm:

Founded by partners with deep backgrounds in direct investing, government, international development, and climate finance, The Lightsmith Group pursues investment strategies that deliver superior returns by addressing the world's critical needs for sustainable energy, food, water, transport, and climate solutions, with an initial focus on investing in climate adaptation and resilience solutions.

Alongside the firm's investing activities, Lightsmith launched the Adaptation SME Accelerator Project ("ASAP") at the end of 2019 with grant support from the Global Environment Facility and the Inter-American Development Bank, with Conservation International as the implementation partner. ASAP seeks to broadly identify, integrate, and accelerate the ecosystem of small- to medium-sized companies in emerging markets across Latin America, Africa, and Asia with technologies and solutions that can help build resilience to the impacts of climate change ("Adaptation SMEs"). The program includes the identification of Adaptation SMEs in Latin America & the Caribbean, Africa, and Asia operating in sectors such as water, energy, food/agriculture, insurance, weather analytics, transportation, and infrastructure (among others), aggregated into a [publicly searchable directory](#), the development of a [comprehensive taxonomy](#) to define which types of products and services are considered "climate resilience & adaptation solutions", a [series of regional conferences](#) and networking opportunities for participant Adaptation SMEs, and [partnerships with existing incubator and accelerator programs](#) to develop adaptation-, resilience- and social impact-focused curriculum for Adaptation SMEs.

#### Opportunity:

Lightsmith is seeking a highly motivated, entrepreneurial Fellow to support and oversee aspects of this grant-funded initiative for a period of 6-12 months. The Fellow will act as a project manager, not only ensuring on-time completion of deliverables within ASAP's scope and budget, but also representing Lightsmith in discussions and convenings with ASAP stakeholders. The Fellow is expected to be able to operate with autonomy and independently lead aspects of the ASAP initiative, while exercising appropriate judgment to ensure the objectives of ASAP are met. Through this Fellowship, the Fellow will have the opportunity to deepen his/her understanding of climate resilience (especially in emerging markets), expand his or her network, and directly engage with SMEs and various other stakeholders in a global context.

#### Responsibilities:

Key ASAP activities to take place during the term of the fellowship include, but are not limited to:

- Helping launch and oversee ASAP's accelerator program while working closely with SMEs to apply for participation;
- Planning and hosting virtual convenings on climate adaptation and resilience, crafting targeted agendas to engage private and public stakeholders (including investors and adaptation SMEs) in productive dialogue;
- Assisting with integration of a climate adaptation and resilience-specific toolkit(s) into accelerator partner programs and developing a version for public dissemination;
- Maintaining the ASAP website and SME directory, in addition to mapping additional SMEs in target geographies;
- Drafting Africa and Asia-specific market studies on the climate adaptation landscape

- Drafting Africa and Asia company case studies following engagement with adaptation SMEs in the regions
- Supporting ASAP grant management (e.g., quarterly technical and financial reporting);
- [Assisting with the arrangement of government consultations]

**Qualifications:**

**An ideal candidate would have the following attributes:**

- Excellent organization and project management skills, execution-oriented;
- Strong undergraduate or graduate educational background;
- Very strong writing and communications skills, including marketing and social media skills;
- Strong research skills;
- Interested in going above and beyond just “checking the boxes” and able to think strategically about ways to further the objectives of ASAP through creative strategies;
- Exhibits integrity and ability to exercise strong judgment in environments of ambiguity;
- Flexible and positive attitude;
- Entrepreneurial, self-starting personality with strong team orientation and bias for action (Lightsmith is a start-up).

In addition, the following experience and skills are a plus:

- International development experience;
- Climate finance experience or exposure to climate science or environmental engineering;
- Experience working with accelerator or incubator programs;
- Experience working in WordPress.

**Location:**

- Preference for New York City (Manhattan) or Washington DC, with flexibility for remote work

**Compensation:**

- Salary is commensurate with experience

If interested, please send a resume and brief note articulating your interest in this Fellowship opportunity to [jay.koh@lightsmithgp.com](mailto:jay.koh@lightsmithgp.com), [serena.shi@lightsmithgp.com](mailto:serena.shi@lightsmithgp.com), and [jill.xu@lightsmithgp.com](mailto:jill.xu@lightsmithgp.com).