Impact Interns: Fall 2020

Organization Information

<table>
<thead>
<tr>
<th>Organization Name:</th>
<th>Calvert Impact Capital</th>
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<tbody>
<tr>
<td>Address:</td>
<td>7315 Wisconsin Ave, Ste 1000W</td>
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<tr>
<td>Website:</td>
<td><a href="https://www.calvertimpactcapital.org/">https://www.calvertimpactcapital.org/</a></td>
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Calvert Impact Capital invests to create a more equitable and sustainable world. Through our products and services, we raise capital from individual and institutional investors to finance intermediaries and funds that are investing in communities around the world for a financial return and an intentional, measurable, social and environmental return. During our 25-year history, we have mobilized $2 billion of investor capital from more than 19,000 investors while maintaining a 100% repayment record of principle and interest to all investors. Calvert Impact Capital has recently expanded our services to include loan syndications, where we originate, structure and administer loans for institutional and qualified lenders seeking high impact private debt opportunities. Since the launch in 2017, we have syndicated more than $210 million of capital across 13 transactions.

Point of Contact: Leigh Moran, Director, Strategy & Communications, lmoran@calvertimpactcapital.org

Position Description

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<tr>
<th>Internship Time Period:</th>
<th>☑ Fall 2020</th>
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<td></td>
<td>☐ Other: ______________________</td>
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<table>
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<tr>
<th>Hours Per Week:</th>
<th>10 hours</th>
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<tr>
<th>Undergrad/Grad Intern Preference:</th>
<th>☑ Graduate</th>
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<tr>
<td>(you may only select one per project description)</td>
<td>☐ Undergraduate</td>
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<th>Internship Description and Duties:</th>
<th>Calvert Impact Capital is seeking an intern to support the Strategy, Communications, and Impact team with execution of a key project related to our impact management and measurement efforts. Calvert Impact Capital (CIC) is a founding Signatory to the Operating Principles for Impact Management (the Principles), a set of impact management best practices designed to promote impact integrity and increase transparency in reporting. The Principles aim to provide a common market standard to evaluate an asset manager’s</th>
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impact management processes. To-date, over 90 leading
global impact investors have adopted them.
The intern would support CIC’s efforts to develop and share
case studies for Principle #8, “Impact at Exit”. The intern
would work with staff to conduct interviews of CIC
borrowers who are repaying their loans and exiting the
portfolio. These case studies will provide a compelling
overview of the borrower and their strategy, details on the
borrower’s portfolio and impact, the relationship the
borrower has had with CIC, and the impact of our capital
on the borrower’s ability to build, grow, and/or sustain
their operations and impact.
Pending borrower permission, the case studies will be
promoted publicly and ideally serve as an important
resource for the impact investing field.
The intern will help spearhead this effort, working closely
with the Senior Officer and Analyst of the Strategy,
Communications and Impact team:
- Develop format and content of case study template;
- Coordinate scheduling and conduct interviews with
  borrowers and investors;
- Compose first draft of case studies; coordinate with
  relevant staff to solicit edits and feedback,
  incorporate changes and finalize content, including
  photos;
- Conduct follow-up with borrowers and potentially
  investors to ensure timely and thorough completion
  of case study;
- Create and manage webpage where case studies will
  be hosted;
- Develop library of social media content (for Twitter
  and LinkedIn) to highlight specific case studies;
- Compose blogs for Calvert Impact Capital based on
  profile content, highlighting interesting stories and
trends that borrowers share;
- As time allows, the intern will support additional
  case study projects at Calvert Impact Capital,
  including an effort to profile a range of faith-based
  investors and provide a detailed overview of their
  impact investment strategies, how the strategies
  were created, including challenges faced and
  opportunities perceived.
- As time allows, the intern will also support general
  communications at Calvert Impact Capital,
  authoring content for social media and blogs.
This is a great opportunity to exercise creative skills and develop project management expertise. It is also a tremendous learning opportunity for any student who wants to understand impact investing industry in greater depth, especially those who are curious about impact management and measurement. The intern will work closely with senior staff at Calvert Impact Capital and will be encouraged to participate in all staff meetings, as well as brown-bags and other opportunities for learning. The intern will also be encouraged to get to know Calvert Impact Capital staff across teams (Investor Relations, Strategy, Comms, & Impact, Investments, Risk Management).

### Description of long-term project the Impact Intern will lead or substantively contribute to:

The case studies serve as a field-building resource for impact investors on a critical topic: impact management and measurement (IMM). Standardization and clarity around IMM practices is absolutely essential to scaling the practice of impact investing and must be done if we have any hope of achieving the SDGs. Amid a rapidly changing global environment, we believe that increased clarity around IMM is especially critical. In sharing these case studies and continuing to prioritize IMM transparency, Calvert Impact Capital hopes to use our influence to encourage the impact investing industry to follow suit.

### Qualifications and/or skills desired:

The role requires a candidate to have excellent writing and interpersonal skills, exceptional judgment and attention to detail, and a passion for impact investing. The ideal candidate has excellent time management skills, an ability to develop content through a story-telling lens. Social media experience, graphic design (especially use of InDesign), website management skills are a plus.

### The following information is required from the intern:

- [x] Resume
- [✓] Cover Letter
- [✓] Writing Sample
- [ ] Other: _graphic design samples if relevant ________

### Interviews will be conducted via the following methods:

- [✓] Zoom
- [ ] Google Hangouts
- [ ] WebEx
- [✓] Other: _Microsoft teams (no action needed by applicants, this is just the system CIC uses and is accessible by external participants) ____