Social Finance Analyst
Positions Available: 1
Internship Term: January 11 to April 16, 2027 (14 weeks)
Propel Impact & New Market Funds | Hybrid (Toronto, ON, Montréal, QC, or Vancouver, BC) | Full-time

About Propel Impact
Propel Impact is Canada's leading experiential learning platform for social innovation and impact investing. Our vision is a world where every impact-first organization has the talent and resources required to fully achieve their mission and potential. Through experiential learning, meaningful projects, and relationship building, our participants take an active role in providing capital and capacity-building support to impact-first organizations across Canada.

About New Market Funds
New Market Funds is a multi-fund manager that delivers investment opportunities with financial returns and lasting community benefit. We manage capital from foundations, financial and other institutions, family offices and accredited individuals through our own proprietary funds and as a third-party fund manager.

Key responsibilities
The Analyst will spend up to 80% of their time on projects issued by New Market Funds and 20% of their time on projects issued by Propel Impact. During the week, Analysts will participate in a speaker series curated by Propel and other personal & professional development opportunities.

Propel Impact projects:

- As a cohort, the Propel Analysts will work on a national-scale research or capacity-building project supporting the social innovation and social finance sector in Canada. This project will allow Analysts to work with each other across various cities and host organizations.
- Analysts may support the development, growth, and specific needs (ex. market research, impact measurement, financial/investment, marketing & communications) of one social enterprise.
- **For returning Analysts only:** Take the lead on at least one cohort-wide session by hosting a workshop or moderating on a topic you care about. You'll be responsible for organizing and guiding the full hour.

This analyst role will support two impact funds:
1) The Community Forward Fund (CFF), a $13 million fund established in 2011 that provides financing to non-profits, charities and social enterprises across Canada in all sectors. To date, CFF has provided more than $28M of financing to organizations across all sectors, across Canada.

2) The Canadian Co-operative Investment Fund (CCIF), a $25 million fund established in 2018 to invest in and lend to co-operatives that are having positive impacts in their communities across Canada in all sectors. To date, CCIF has financed just under $11M in 25 investments to 20 cooperatives.

New Market Funds projects:
Loan Requests and Portfolio Analysis

- With the guidance and support of the lending team, analyze financial statements, budgets, business plans and projections;
- Participate with team members on calls with prospective clients to continue to develop understanding of proposed projects and organizations that are requesting funding;
- Present views of analysis internally to team and work with the team to determine analysis conclusions and prepare investment memorandums to present to the funds' approval committees;
- Participate in improving and streamlining user-friendly process for borrowers to complete annual reporting requirements online, linking this process into existing systems;
- Participate in portfolio reviews for existing investments including updating the risk assessment and financial analysis.

Communications

- Creating case studies for various products to help non-profits, charities and co-operatives better understand various financing options and which might be the best fit for their needs and projects;
- Creating templates and posts for social media, newsletters, and other outward-facing mediums.

The ideal Analyst is someone who:

- Has strong self-awareness, empathy, and emotional intelligence
- Has strong intercultural competency, awareness, and appreciation for people with diverse backgrounds and experiences
- Has demonstrated interest and knowledge in social/environmental issues, social enterprise, and/or impact investing
- Has demonstrated excellent ability to perform the following skills:
    - Reviewing and analyzing financial statements and projections
    - Financial modeling
    - Investment analysis
- Has demonstrated excellent ability to learn and potential to perform one or more of the following skills:
    - Marketing & communications
    - Branding & design
    - Strategy & operations
    - Finance & investments
    - Research & data analysis
- Interest or experience in affordable housing and real estate would be a bonus
- High level of initiative, organization, self-motivation, and problem-solving skills
- Is able to take initiative, be flexible, and work well under uncertainty
- Possesses excellent verbal and written communication skills
- Has desire to support the growth and development of the Canadian social innovation sector (social enterprises, impact investing funds, charities, non-profits, co-operatives)
- Has the drive to make a tangible difference in both oneself and in one's local and global community

Propel Impact

- As a cohort, the Propel Analysts will work on a personal research project or capacity-building project supporting the social innovation and social finance sector in Canada. This project will allow Analysts to work with each other across various cities and host organizations.

- Analysts may support the development, growth, and specific needs (ex. market research, impact measurement, financial/investment, marketing & communications) of one social enterprise or of Propel.
- Throughout the internship, Analysts will participate in personal & professional development opportunities.
- **For returning Analysts only:** Take the lead on at least one cohort-wide session by hosting a workshop or moderating on a topic you care about. You'll be responsible for organizing and guiding the full hour.

Other details

- Salary: $10,780 CAD ($22/hour)
- Full time (35 hours/week), business hours are Monday to Friday, 9am – 5pm
- Propel Impact Manager: Mariana Martinez Rubio (working in Pacific Time Zone)
- New Market Funds Manager: Heather Tanaka, Director of Lending (based in Vancouver - PST)
- Office arrangement: Hybrid, 3 days in-person and the remaining days remote. You must be able to live in Toronto, ON, Montréal, QC, or Vancouver, BC, over Winter 2027 to apply to this role.
- Proficiency in French is desirable but not required.

Propel Impact and New Market Funds are equal opportunity organizations committed to building and fostering a fair and inclusive community that values diversity and encourages respect for all. We welcome applicants across any race, colour, religion, sex, sexual orientation, gender identity, national origin, disability, protected veteran status, Indigenous status, or any other legally-protected factors. We recognize the value of identifying and removing barriers for any applicants interested in participating in our programs. Please contact us at info@propelimpact.com to start a conversation about different accommodations available.