

# Impact Week Fellowship

## Volunteer Programming Coordinator

### JOB DESCRIPTION

#### SFi Impact Week

We are looking for a Programming Volunteer to support the planning of SFi's Impact Week in May 2025, which will include an international Summit and half day global Family Office retreat. This part-time role will support our Programming team to design and develop the Summit agenda and speakers.

- Support planning of a prestigious interactive summit for global impact investors with an APAC focus.
- Work with the SFi team to create a line-up of high profile, influential impact investing thought leaders and speakers to participate in Impact Week events.
- Provide comprehensive support and management throughout the speaker onboarding process, including speaker briefings and session design.
- Assist in maintaining the Event Website, ensuring it remains up to date.
- Aid in marketing and communications tasks, as well as event logistics.

#### Skills & Experience

- Strong interest and some familiarity in at least two of the following areas: impact investing, sustainable finance, business for good, social innovation, social entrepreneurship.
- Lifelong learner, with an inquisitive nature and a passion for researching topics related to impact investing and sustainable finance.
- Strong analytical skills, capable of organising and synthesising large amounts of information.
- Keen attention to detail, with the ability to effectively present written content in English.
- Experience in event marketing and design skills is a plus.

#### Role Details

**Duration:** Flexible start date; Approx. 6-8 months from November 2024 - June 2025

**Time Commitment:** Flexible, ~3-8 hours per week, gradual ramp-up into April/May.

## Event Overview

**SFi Impact Summit: Capital Meets Purpose - Catalysing Impact in Asia Pacific**

*The SFi Impact Investing Summit engages global Family Offices, Private Investors and Asset Owners with a focus on Asia Pacific.*

Welcome to SFi's Annual Flagship Event. Building on the exciting momentum created at SFi's Asian Family Impact Summits in 2023 & 2024, we are delighted to welcome you to the SFi Impact Week 2025. As the premier Impact Event in Asia Pacific, next year's programme will be even bigger, bolder and better.

Since SFi's inception in 2018, we have witnessed first-hand the growing global interest and activity of asset owners around impact, particularly in Asia Pacific. We have hosted 200+ events, from investor circles and expert roundtables, to site visits, learning workshops and more, engaging 5,000+ participants along the way, and we are now ready to scale our impact even further.

2025 and Beyond

To mark this growth, intentionality and collaboration across the impact community, the SFi Impact Summit will convene 250+ leading family offices, private investors and ecosystem builders in Hong Kong, APAC and beyond. Catalysing impact across Investment, Business and Innovation, Strategic Partners will activate impact with the broader community over the course of SFi's Impact Week.

## About SFi

[Sustainable Finance Initiative](#) (SFi) is a community of private investors who believe in Capital that Matters. Our mission is to mobilise private capital for positive impact. We empower family offices, private investors and financial services professionals from around the world with the knowledge to invest for purpose and profit.

This is a unique opportunity to be part of a dynamic team and make a real impact in the sustainable finance space, so if you want to combine both your talent and passion for impact investing, please send in your application.

## To Apply

- Please fill out the [Application form](#) and attach your CV.
- Application closing date 21 October 2024