

POSITION/TITLE: Junior ESG & Impact Analyst

POSITION SUMMARY:

This position will report directly to the Director of ESG & Impact and is a key support member of the TriLinc Global LLC investment team. The Junior ESG & Impact Analyst will participate in the ESG and impact analysis and portfolio reporting activities of TriLinc's funds.

RESPONSIBILITIES:

Overall

- Assist in performing all tasks necessary to achieve the organization's mission and help execute growth plans.
- Represent TriLinc in a manner that is consistent with our purpose, mission, vision and values.
- Participate in overall strategy discussions for TriLinc Global to ensure we meet our goal of becoming a multi-billion dollar investment company.
- Actively support the culture of accountability for execution and results.

ESG and Impact Analysis

- Support the ESG and impact analysis performed on portfolio companies within both trade finance and term loans as needed, including: analysis of portfolio company industry and business activities, compliance with TriLinc's ESG and impact policies and procedures, and analysis of baseline and annual ESG and impact assessments.
- Assist with the review, monitoring, and analysis of pertinent metrics that may affect portfolio company impact and/or ESG performance.
- Assist with the collection, review, and verification of portfolio company-level ESG and impact documentation.
- Assist, on a proactive basis, with the monitoring of both macro and industry-specific events that could affect the impact and/or ESG performance of each borrower.
- Enter and reconcile ESG and impact data and generate reports in eFront, including: borrower impact metrics, documentation uploads, and dashboard reporting.
- Prepare Initial Sustainability and Impact Reviews (ISIRs) for review by the ESG & Impact team, Management, and the Sustainability and Impact Committee.

Portfolio Reporting & Marketing

- Create content for investment spotlights, monthly impact updates, quarterly investment portfolio and impact updates, press releases, and website content for all TriLinc's funds.

- Work with ESG & Impact team to create and produce impact and/or ESG reports on an annual basis for each fund.

Portfolio Management

- Monitor both macro and industry specific events that could affect the ESG and/or impact performance on a proactive basis.
- Identify key impact and/or ESG risks and be able to assess TriLinc and portfolio company mitigants.
- On a daily basis, engage with key on the ground partners in various developing markets.

Other Investment Department Responsibilities

- Coordinate all relevant materials for TriLinc Advisors' Sustainability and Impact Committee.
- Serve as a non-voting participant of TriLinc Advisors' Investment Committee.
- Maintain compliant investment department files.
- Develop and maintain TriLinc's ESG and impact industry research library.
- Participate in impact investment industry events, seminars, and conferences.
- Help prepare reporting materials for quarterly Board Meetings.
- Assist the ESG & Impact team with the company's strategic initiatives and projects.

EDUCATION AND EXPERIENCE:

- Bachelor's degree with < 1 year of work experience in an investment, client or product management-related function, ideally with an emphasis on the private markets. Additional experience in other asset classes a plus.
- A degree in an analytical discipline (e.g., Economics, Finance; additional to exposure to mission-relevant disciplines like Environmental Science or Sustainable Development a plus).

SPECIFIC KNOWLEDGE AND SKILLS:

- Passion for our mission to create positive impact.
- Existing relationships with other impact industry participants a plus.
- Preference for prior experience with managed investment products.
- Interest in socio-economic development and knowledge of emerging market investing a plus.
- Ability to work across cultures, communicate with colleagues in different time zones and be an effective team player.
- Excellent communication skills.
- Fluency in foreign languages is a plus.