

CANCER FUND

IMPACT INVESTMENTS

Venture Analyst Intern

(Internship)

To apply, please send your resume to kaitlyn.wan@cancerfund.com

About You - You have strong interest in early-stage (Angel, Venture Capital, Corporate Innovation, etc.) investment, preferably interest in investing in pharmaceuticals, medical devices, healthcare IT/IoT, or related. You want a mission, not a job. You want to be our partner, not our employee. You are passionate about moving cancer innovations out of the lab. You are comfortable managing our pipeline of new investments opportunities and contributing to our evaluation process.

About CANCER FUND - CANCER FUND (CF) is an early-stage impact venture capital firm supporting the commercialization of promising cancer therapies, diagnostics, preventions, and more. Learn more at <http://www.cancerfund.com/>.

Our mission is to identify and support promising new cancer innovations with the potential to improve outcomes, increase access to care, and reduce the cost for cancer patients, survivors, and, at-risk populations. To support our mission, we aim to make investing in cancer innovation faster, easier, and more accessible to investors at every level.

About Our Intern Role - CANCER FUND is seeking an Intern to support development and administration of our investment pipeline. You'll need to roll up your sleeves to help us shape our future. The Intern should expect to work **10-20 hours per week**.

Responsibilities

- Coordinate CF investment cycle
- Collaborate with CF Venture Partners on pre-screening and screening companies for our next investment
- Managing communications with investment pipeline companies
- Perform investment due diligence and draft investment memo
- Support CF Venture Partners to draft Portfolio updates
- Manage administrative tasks (e.g bookkeeping, setting up meeting agenda)
- Train incoming interns and ensure smooth handoff of team member responsibilities
- Track portfolio metrics and draft weekly reports to CF Managing Director
- Sourcing new innovations with pipeline founders/ executives

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Qualifications

- Self motivated entrepreneurial nature
- Exemplary communication skills - both written and verbal
- Significant level of maturity and the ability to work as a team and to work independently interfacing with investment managers, senior executives, and colleagues
- Highly organized, with the initiative and ability to work with limited supervision
- Excellent analytical skills (i.e. Microsoft Excel), presentation skills (i.e. Microsoft PowerPoint), time management skills, problem solving skills and attention to detail
- Established relationships with qualified investors a plus
- Most importantly, share our passion to make a difference in the lives of those affected by cancer

Compensation

This internship will be **unpaid**.

WHAT THIS ROLE IS . . .

An opportunity for the right person to contribute to our success and have a meaningful impact for cancer patients worldwide.