

ILLUMEN CAPITAL BIAS REDUCTION INTERN SUMMER 2021 JOB DESCRIPTION

Firm Overview

Illumen Capital is an impact fund of funds addressing systemic inequity by reducing racial and gender bias in investing. Working closely with the world's leading social psychologists at Stanford SPARQ, we combine investment capital with evidence-based tools and training designed to reduce implicit racial and gender bias in order to unlock latent return and multiply impact. We believe an inclusive and optimal asset management industry will be the cornerstone of an equal and equitable future.

A Black-owned and led firm, Illumen Capital has been investing since 2018, and as of June 30, 2020 has invested \$27 million into seven funds. In 2019, we published peer-reviewed research in the Proceedings of the National Academy of Sciences that validated our thesis: race influences the decision making of professional investors. Illumen partners with Stanford SPARQ to design and apply evidenced-based bias reduction curriculum, training, and tools to portfolio fund managers, and with Impact Experience to deliver experiential learning opportunities for fund managers and investors to help connect the dots between slavery, historical racism, and present-day implicit bias found in the asset management industry.

Summary of the Role

This is a unique opportunity for an undergraduate or graduate student with an interest in impact investing, impact measurement, and diversity, equity, and inclusion in financial markets.

The Illumen Capital Intern will play a pivotal role in both enabling and measuring the success of Illumen Capital's bias reduction work. The internship will provide an opportunity to own the full scope of distinct projects, as well as provide meaningful support on existing projects. You will report directly to Joanna Kuang, Illumen Capital's Product Manager, and have the opportunity to work closely with the rest of the Illumen Capital team. You will be seen as both a strategic thought-partner and a key implementer, and have the opportunity to shape your internship based on your career goals and interests.

The internship is a fully remote internship with 40 hours of expected work a week, for 8 weeks during the summer of 2021. You will be compensated \$18/hour for your work.

Responsibilities:

Responsibilities may include but not be limited to:

- Bias Reduction Engagement
 - Support the creation of the bias reduction curriculum, with potential autonomy to lead on the creation of certain lessons or components

- Create tools that allow investors to more easily execute and build strategies and processes to reduce bias
- Impact Measurement
 - Support the analysis of the baseline survey as a core tool to adapt coaching and training to firm-specific opportunities
 - Execute specific impact measurement projects related to Illumen Capital's key impact and diversity metrics (e.g. scoping and creating a methodology to measure an increase in diverse relationships and networks as a metric for field-building)
 - Create impact measurement tools and recommendations to support fund managers in enhancing impact measurement processes
- General
 - Support administrative and operational tasks related to the organization, such as planning for and measuring impact for Impact Experience(s) that fund managers attend
 - Participate in opportunities to share learnings with the field about racial and gender equity in the impact investing, venture capital, and private equity space through webinars, conferences, and roundtables

The ideal candidate will possess:

- Prior career experience, preferably in a social impact role
- Demonstrated interest (through lived experience or prior work) in reducing biases and increasing racial and/or gender equity
- An understanding of key existing impact investing industry norms and processes
- An ability to translate high-level goals into tasks and actions
- An ability to independently identify and act upon barriers to success to solve problems
- An ability to communicate effectively, verbally and through writing
- Comfort analyzing data in Microsoft Excel and presenting complex ideas in digestible ways
- Previous curriculum building, coaching, and/or impact measurement work is a plus but not a 'must have'

To apply, please email your resume, a short cover letter (three paragraphs or less), and a relevant existing writing sample to careers@illumencapital.com by June 8, 2021. We will be filling the position as soon as possible and look forward to reviewing your application!

We are an equal opportunity employer.

Illumen Capital is committed to equal employment opportunity for all employees and to providing employees with a work environment free of discrimination and harassment. All employment decisions at Illumen are based on business needs, job requirements, and

individual qualifications, without regard to race, color, religion or belief, family or parental status, or any other status protected by the laws or regulations in the locations where we operate. Illumen will not tolerate discrimination or harassment based on any of these characteristics.