

Terms of Reference

Project Intern – Catalytic Cities & SCF (full-time)

The Catalytic Finance Foundation's (Catalytic) mission is to accelerate the design and deployment of catalytic finance solutions for sustainable infrastructure. We identify and develop robust project pipelines and deploy technical assistance to support infrastructure projects to become more investible and impactful. Catalytic seeks to ensure positive social and environmental outcomes in addition to financial returns for impact investors, applying credible methodologies for the measurement and evaluation of impacts. In addition, Catalytic incubates and structures blended-finance funds aiming at scaling up and speeding up the implementation of urban infrastructure projects with positive climate impacts.

Catalytic is seeking a Project Intern for its [Catalytic Cities](#) and [Subnational Climate Fund](#) (SCF) program.

- The Subnational Climate Fund (SCF) is an infrastructure equity fund that finances climate-focused projects across emerging markets in Africa, Southeast Asia, and Latin America. It combines equity investment with technical assistance grants to support early-stage developers in bringing climate solutions to scale.
- Catalytic Cities, one of the programmes implemented by Catalytic, aims to mobilize finance to accelerate the uptake of urban climate solutions, aligning with the Paris Agreement. It designs and incubates innovative finance solutions across key city mitigation sectors: Port Decarbonization, Fleet Electrification, and Methane Reduction from Solid Waste Management. This means working across the spectrum from conceptualization and market assessment to project pipeline building, fundraising, fund manager selection, and ultimately implementation.

The project intern will work across the three priority areas, reporting to the Catalytic Cities Programme Manager. The intern's time and responsibilities will be split across both portfolios, depending on business need.

Roles & Responsibilities

- **Research, Analysis & Pipeline Support:**
 - Conduct desktop research and market analysis to identify and assess potential projects and sub-sectors, including financial, regulatory, and strategic evaluation
 - Support project pipeline development and selection, liaising with project developers and internal teams
- **Reporting & Knowledge Management:**
 - Prepare presentations and other outputs to communicate research finding
 - Maintain and update data tracking tools and program knowledge base
 - Support internal and external meetings, including notetaking and drafting minutes; assist with events and communications as needed.

Profile

- Currently pursuing a Master's degree (or equivalent) in environmental studies, climate finance, international relations, engineering, or a related field.
- Strong analytical skills, excellent writing/editing, and experience with blended finance, impact investment, or international development/NGO projects.
- Understanding of business development and financial models for infrastructure projects; experience in ports, e-fleets, or waste management is a plus.
- Passionate about Climate Change mitigation & adaptation, and sustainable urban development.
- Proactive, solution-oriented, organized, and able to work in multicultural teams.
- Proficient in Microsoft Office, graphic design tools, AI applications.
- Fluent in English with excellent writing, drafting, and speaking skills.

Location:

The working station will be in Geneva with a home-office allowance.

The position will be remunerated.

Catalytic will not arrange accommodation, logistics or visa in Geneva, which are to be managed by the intern. Therefore, ideally the applicant is already based in Geneva or nearby areas.

This internship is part of an academic training program, a professional training program, or a socio-professional integration program, and must meet the conditions set by the Conseil de surveillance du marché de l'emploi (CSME).

Application Process:

Interested candidates are invited to complete [the online application form](#) and to upload their CV and a Cover Letter on the [link](#) by 19th June 2026.