



Sustainability Analyst (Part-time Intern)– San Francisco

New Forests seeks a part-time intern in the role of Sustainability Analyst to support its expanding corporate sustainability programs, reporting to the Associate Director, Sustainability & Communications and based in San Francisco. The Sustainability Analyst will support the execution of New Forests' responsible investment strategy, the administration and continual improvement of its Social and Environmental Management System (SEMS), and the objectives of the company's Sustainability Working Group (SWG). This is a new position reflecting the growing scope of New Forests' sustainability programs across nearly USD 3.5 billion in assets under management and supporting continual improvement in responsible investment. The Sustainability Analyst may also provide administrative and strategic planning support to the corporate communications program, particularly regarding linkages between the company's sustainability programs. Given these responsibilities, the role is expected to have exposure to New Forests' international funds management teams and corporate services on a regular basis. New Forests seeks candidates with demonstrated interest and experience in sustainability, particularly as relates to land use, forestry, or sustainable development.

The primary roles and responsibilities of this position are:

- Support the company's SWG and its launch of a toolkit for sustainability benchmarking and performance management
- Provide administrative and management support for the company's SEMS, including supporting internal audit functions, providing policy input, and supporting continual improvement through best practice recommendations
- Assist the development and implementation of a system for monitoring and managing environmental, social, and governance (ESG) reputation risk
- Support New Forests' event management, which includes investor-focused roundtables and workshops, on topics related to sustainable forestry investment and conservation finance
- Administrative support to the Associate Director, Sustainability & Communications, as needed, to ensure timely delivery of sustainability outputs and objectives, and as necessary, support the corporate communications program
- Support sustainability reporting and other content generation on thematic sustainability issues for internal, external, and investor audiences

The role will be based at New Forests' US office in downtown San Francisco. The office is a small and growing team of dedicated professionals, and New Forests seeks a motivated and mature candidate to join us.

Qualifications

Successful candidates will demonstrate the following qualifications:

- Good Microsoft Office skills including Outlook, PowerPoint, Word, Excel
- Strong research skills and a foundation in conservation biology, ecology, natural resource management, sustainable business, and/or social fields including cultural anthropology or ecological anthropology
- Familiarity with environmental policy and global agendas, including the Paris Agreement and the Sustainable Development Goals
- Previous exposure to concepts of corporate sustainability, responsible investment, and impact investing will be a plus
- Strong time management and organizational skills
- Excellent written and verbal communication skills
- An ability to work independently and prioritize effectively
- A keen attention to detail
- Ability to build strong relationships and work within a team environment

Commitment / Internship Structure

This is paid internship position. The ideal candidate will be able to work an average of twelve hours per week, with at least eight hours in New Forests' downtown San Francisco office. Internships will have a minimum expected duration of six months, with possibility of extension upon mutual agreement. In exchange, New Forests commits to provide mentorship, support, and flexible work arrangements to enable the intern to gain valuable experience while managing other work and/or academic activities. New Forests can also provide exposure to a high-impact investment business environment with international scope, aiming to address some of the greatest challenges facing our world's forests.

About New Forests

New Forests is a sustainable real assets investment manager offering leading-edge strategies in forestry, land management, and conservation. Founded in 2005, we offer institutional investors targeted opportunities in the Asia-Pacific region and the United States and have more than AUD 4.5 billion in assets under management globally. Our assets include sustainable timber plantations, rural land, and conservation investments related to ecosystem restoration and protection. New Forests focuses on managing our clients' assets for a future in which landscapes will encompass both production and conservation values. New Forests manages more than 940,000 hectares of land and forests and is headquartered in Sydney with offices in San Francisco, Singapore, and New Zealand. New Forests is a proud member of the Certified B Corporation community that uses business to solve social and environmental challenges.

To Apply

Please send cover letter and resume as a PDF to applications@newforests.com.au with "Sustainability Analyst SF" in the subject line of the email.

