

Project Management – Private Equity

Internship

About Reach Capital

Reach Capital is a leading European advisory firm providing Primary fundraising, Liquidity Solutions, Private Wealth Solutions and Strategic Advisory. The group has supported the raising of over €12 billion of Primary and Secondary capital for Asset Managers across Europe, North America, and the Middle East. Reach Capital's team is committed to holistically supporting its clients by building strong relationships with its community of GPs and LPs, delivering transformational approaches to their challenges, and providing them with proprietary research on Private Markets. Reach Capital is a carbon-neutral business and a member of the 1% for the Planet initiative, supporting environmental causes globally.

About the internship program

Reach Capital is looking for a Project Manager Intern to support the team in all aspects of Reach Capital's activities within Private Markets (Private Equity, Private Debt, Infrastructure).

Job Description

Main missions will include

- › Participating to the preparation and update of Marketing Reports as part of Primary fundraising efforts
- › Running market research and preparing generalist or theme-based market studies / reports related to Private Markets current and upcoming trends
- › Monitoring of the fundraising environment through the production and update of market mappings
- › Supporting the Project Management team throughout the fundraising process of various Reach Capital's clients by actively participating to the creation and update of the marketing documentation (Pitchbook, DDQ, specific LP queries)
- › Participating to the weekly Deal Flow / Origination meeting by drafting coverage list and supporting the team on the analysis of prospective clients
- › Participating to the preparation of quarterly portfolio reviews for Reach Capital's clients as part of Reach Capital's Strategic Advisory activity
- › Updating client data and integrating it into the CRM system

Qualifications

You are

- › Energetic, enthusiastic, and proactive, you enjoy working in a team while being autonomous
- › Possess real organizational skills and the ability to manage and prioritize multiple projects
- › Curious and willing to learn in a small team

You have

- › Higher education (Business School, Master's in Management, minimum Bachelor's degree +3/4)
- › Excellent writing skills and autonomy in information research
- › Excellent proficiency in ICT tools (MS Office)
- › Ability to integrate and work in a team
- › Excellent soft skills
- › Previous experience in Asset Management, Private Banking, or Investment Banking is appreciated
- › Excellent oral and written French and English required

Information

- › Location: Paris, France
- › Duration: 4 to 6 months – starting September 2024
- › Compensation: To be determined based on the profile and experience