

Investment Analyst: Venture Philanthropy (80 - 100%) [Temporary employment, 8 months]

Fondation Botnar is a Swiss philanthropic foundation dedicated to the wellbeing of young people. Enabling the meaningful participation of young people, the foundation invests in and supports innovative work, bringing together actors from across sectors to create purposeful dialogue and partnerships.

Venture philanthropy is one of Fondation Botnar's modes of engagement. Our purpose-related venture capital investments enable the growth of early-stage start-up companies with innovative, impactful business models or products and services that have the potential to positively influence the wellbeing of young people in low- and middle-income countries.

This is a temporary position for eight months.

Job Description

Specific responsibilities include:

- Support all aspects of the investment process, including pipeline building, due diligence, impact assessment, financial modelling and valuation.
- Monitor portfolio companies throughout the investment lifecycle by tracking performance (financial and impact) and reviewing quarterly reports.
- Help identify and coordinate capacity-building opportunities for portfolio companies.
- Develop ecosystem-building initiatives in Fondation Botnar's focus countries.
- Produce country and sector research to inform investment strategy and identify emerging opportunities.
- Collect, validate and analyse impact data; support continuous improvement of impact measurement processes.
- Work with colleagues across functional teams to foster a culture of collaboration.

Qualifications & experiences

- Master's degree in Finance, Economics, Business, or a related field; advanced degrees or certifications (e.g., CFA) are a plus.
- 1-2 years of experience in private equity, venture capital, or a related field.

- Work experience in low- and middle-income countries is highly appreciated.
- Strong financial modelling and analytical skills.
- Proficiency in Microsoft Excel, PowerPoint, Word, and familiarity with financial databases.
- Passion for impact investing and aligning financial objectives with social and environmental outcomes.
- Excellent written and verbal communication skills in English; additional languages are a plus.
- Strong attention to detail, self-starter attitude, and ability to manage multiple priorities effectively.

At Fondation Botnar, we value collaboration and team spirit. You should be a creative, critical, and independent thinker, committed to being part of a focused team with shared values for the organisation's purpose and goals. You should be comfortable working self-responsibly, yet be open to feedback and suggestions from other colleagues. Cultural sensitivity and awareness are key. A willingness to travel globally is required.

Our offer

- Our office is located in the centre of Basel with access to state-of-the-art facilities and flexible working arrangements. Partial home-working is required.
- Working level: 80-100%
- Type of contract: Temporary (8 months maternity cover)

Start date: March/April 2026

Application process

Please send your CV and letter of motivation to recruitment@fondationbotnar.org by 14 January 2026.

Candidates must be Swiss, an EU citizen, or hold a valid work permit for Switzerland.