



RECLAIM FINANCE
Digital project officer
Internship / Apprentice - Paris

Are you looking for a new professional challenge and really want to make a difference? Join us on one of the most important fronts in the fight against climate change: decarbonizing finance!

We are looking for a dynamic, passionate and creative person to develop our communication strategy across a wide range of digital media, particularly our websites [Reclaim Finance](#), [Change de banque](#), [Defund TotalEnergies](#), [Coal Policy Tracker](#), [Oil & Gas Policy Tracker](#), and [Sustainable Power Policy Tracker](#).

You will work under the supervision of the Digital Project Officer and Communication Manager. You will be working with the whole Reclaim Finance team, as well as with our French and international partners.

About Reclaim Finance

Reclaim Finance is a research and campaigning NGO that is fully dedicated to issues that link finance with social and climate justice. We have three main goals: i) stop financial services to sectors that are intrinsically incompatible with the objective of limiting global warming to 1.5°C; ii) use finance to accelerate the decarbonisation of sectors that are essential to the transition; and iii) fundamentally transform the way the financial sector operates, to make it structurally suitable to meet social and environmental imperatives.

Reclaim Finance operates at the intersection of advocacy, analysis, and engagement with financial institutions. We sound the alarm on the impact of specific financial players, denounce their most harmful practices, and put pressure on them until they put a stop to these practices. We also pressure financial players to promote climate solutions and the entities with a role in their implementation. We are pragmatic and know how to build alliances and to put our expertise at the service of the public authorities and financial players that wish transform existing practices to align with ecological imperatives. We sit on several expert committees (French Financial Markets Authority, SBTi, GRI, etc.).

Our founder and Executive Director, Lucie Pinson, was awarded the Goldman Prize for the Environment in 2020, and in 2023 was listed by Time Magazine as one of the 100 most influential leaders on climate. Founded in 2020, our NGO has rapidly established itself as a source of expertise on climate finance among other NGOs, journalists and financial sector representatives and stakeholders.

Around 90% of our team is based in France, but we also have team members in Berlin, Bristol, Amsterdam, Singapore, and San Francisco.

Main responsibilities:

Websites

- Participation in the creation of web pages dedicated to specific campaigns or analyses.
- Uploading articles, press releases and reports with associated visuals.
- Supporting the development of the NGO's various websites in collaboration with the campaign team and the analysis team.
- Helping coordination efforts with external service providers, such as website developers to implement technical developments and designers to create illustrations, infographics, graphs or other data visualization.
- Helping to optimize site SEO and referencing.
- Monitoring site statistics and reporting on our KPIs.
- Participation in strategic discussions to boost our online visibility.

Newsletters

- Preparing the association's newsletters: proposing topics, editing and distributing to subscribers in English and French.
- Monitoring newsletter statistics and reporting on our KPIs.
- Participating in strategic discussions to optimize promotion.

Your tasks may evolve, and you may be asked to work on other aspects of communication depending on your profile and skills. Finally, you will be able to contribute to the life of Reclaim Finance and to the implementation of cross-functional projects.

About you

- You have a 3- or 4-years' degree in digital communications, design or web development.
- You are responsive, meticulous, organized and proactive.
- You learn quickly, understand complex issues and communicate them clearly to target audiences.
- You have a good knowledge of digital communication tools.
- You have excellent oral and written communication skills.
- You enjoy working in a team and would like to join a collective project.
- You are fluent in French and English (spoken and written).
- You are committed to Reclaim Finance's mission and are concerned about social and climate justice issues.
- You have knowledge of CMS (Wordpress, Drupal, Webflow), a good command of the Adobe suite (Photoshop, Illustrator, InDesign), and skills in UX / UI Design.
- Knowledge of web development is a plus (PHP, JS, HTML/CSS).
- Knowledge of the climate, finance or energy sectors would be a plus.

Terms and conditions

- Internship (5 to 6 months) or apprentice (1-2 years) starting fall 2024.
- Position based in Paris, with the possibility of teleworking 2 or 3 days a week.
- Full time 35 hours.
- Reimbursement of 50% transport card or sustainable mobility package and 60% luncheon vouchers.
- Paid internship: €800 net/month, apprentice minimum salary.

Please send your CV and covering letter by email to recrutement@reclaimfinance.org, indicating "Internship - Digital project officer" in the subject line.