



SPBD Microfinance Network (Samoa, Tonga, Fiji, Solomon Islands)

INTERNSHIP ANNOUNCEMENT

Job Description: Summer Intern (8-10 weeks)

Function: Finance and Marketing

Location: Newark, New Jersey, USA

Internship Overview:

The Intern will assist the CFO of SPBD Microfinance Network in the finance and marketing functions. This will include, but is not limited to: financial reporting and analysis; marketing efforts via the website, social media, and traditional media channels; liquidity management, risk management, business planning, and investor relations. The internship will provide a unique experience into how SPBD operates and the microfinance industry.

About the Organization:

[South Pacific Business Development \(SPBD\)](#) is a network of microfinance institutions working in Fiji, Samoa, Tonga, and Solomon Islands. We are dedicated to eradicating poverty by empowering women in poor rural villages with the opportunity to start, grow and maintain sustainable, income-generating micro-enterprises, build assets, as well as finance home improvements and childhood education. SPBD provides clients with a range of training, financial services and ongoing motivation so that they can climb out of poverty.

SPBD Microfinance Holdings (Singapore) Pte Ltd is the network-wide holding company that serves as a regional microfinance platform in the Pacific. It fully owns SPBD Samoa, SPBD Tonga, SPBD Fiji, and SPBD Solomon Islands and will launch Greenfield microfinance operations in other Pacific Island countries in the next 2-3 years, such as Kiribati, Federated States of Micronesia, Vanuatu, Marshall Islands, and Bougainville. The creation of a region-wide microfinance network in the broader South-Pacific could help over 60,000 poor Pacific islanders find a meaningful path out of poverty and could directly impact another 300,000 immediate family members in the region.

Responsibilities:

The Intern will assist the CFO directly in the following functional areas of the SPBD Network (SPBD Holding Company, SPBD Samoa, SPBD Tonga, SPBD Fiji, and SPBD Solomon Islands):

- Finance: Liquidity and risk management practices, business plans and financial projections, investor relations.
- Marketing: Website, Social media embassies, and traditional media channels; New product development (Microcredit Insurance, loan products, savings products, mobile money)
- Communicate on a daily basis with the CFO regarding the projects
- Perform any other projects required

Qualifications:

- MBA and/or MA in Finance, International Development, International Economics – current student or graduate
- Coursework or professional experience in credit, microfinance, finance, banking, or consulting.
- Excellent communication (writing and speaking) skills in English. Must be able to express thoughts and opinions clearly and concisely



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Qualifications (continued):

- Proven ability to work independently
- Attention to detail and ability to juggle multiple projects at once
- Fast learner in an entrepreneurial environment
- Commitment to SPBD values

The intern will report to the CFO of SPBD Microfinance Network and may work closely with other staff on a project by project basis. Daily interaction will be encouraged.

The work will be done in Newark, New Jersey, USA with the ability to work remotely 1 day per week.

This is an unpaid internship position and requires an 8- to 10-week commitment (Possibility to stay longer). The internship can begin in May or later (start date is flexible).

Please send a résumé and a cover letter detailing why you are interested in microfinance and specifically SPBD, to: Florrie Charnaw, CFO, SPBD Microfinance Network at: florrie@spbdmicrofinance.com. Please write “SPBD Microfinance Network internship candidate” in the subject line of your e-mail. Phone calls are discouraged. Only candidates that are considered will be contacted. For more information, please visit: www.spbdmicrofinance.com.