

## ***UNPAID Internship, Corporate Officer – 3 months, Finance Department (#UI001-03)***

Northern Providence Investments is presently recruiting for its unique 3-month Corporate Officer Internship Program available to recent graduates or current students with a solid understanding of corporate finance, corporate strategy, risk management, and capital markets. The unpaid Corporate Officer Internship Program provides participants with hands-on professional work experience, the ability to make an informed decision regarding a career in the financial services sector following graduation, and gain enhanced employability skills (such as communication, team work, and time management), and establish meaningful professional contacts while working approximately 5-10 hours per week for a minimum 3 consecutive months (12 weeks).

As a member of the Northern Providence Investments' Finance Officer Internship Program within the Finance Department, the Corporate Officer Intern ("COI") will have a key role in participating in the development of Northern Providence Investments' corporate financial and strategic objectives including, but not limited to, the production and review of financial forecasts, reports, variance analyses, and budgets for the corporation. The COI will also have cross-functional support roles with the Compliance Department, Risk Management Department, Investment Analysis Department, and key external strategic business partners. The COI will be evaluated over the 3-month period and if successful, may be offered a paid position with Northern Providence Investments.

The mandate of Northern Providence Investments' Finance Department is to provide oversight of and compliance with accounting management, capital budgeting, cost allocation, corporate borrowing, debt-equity mandates, including providing opinions on the adequacy and effectiveness of Northern Providence Investments' financial position and strategy. The Finance Department is responsible for assessing and forecasting internal and external cash flows, managing audit compliance procedures, providing oversight on Northern Providence Investments' equity and debt issuances, managing financial regulatory requirements including the integrity and completeness of the financial data, and independently assessing adherence to accounting procedures by all departments and escalating any non-compliance.

### **Requirements & Qualifications:**

Candidates who meet consideration for the role of a Corporate Officer Intern will hold or be in the process of completing a post-secondary degree or graduate diploma in Accounting, Law, Administration, Economics, Finance, Econometrics, Mathematics, Statistics, or other relevant field or equivalent experience with a focus on applications in the financial discipline. Excellent communication, interpersonal and presentation skills are also required for consideration. Bilingualism (English and French) is considered an asset.

All candidates must have the ability to work in Canada.

### **To Apply:**

To request more information and confidential consideration, submit your C.V. or résumé to [careers@northernprovidence.com](mailto:careers@northernprovidence.com), quoting the job reference – *UNPAID Internship, Corporate Officer – 3 months, Finance Department (#UI001-03)* – in the subject line of your email. Please be sure to include your current program of study if applicable. Any deviation from the above procedure may result in the exclusion of your candidacy.

### **About Northern Providence Investments**

Headquartered in Montreal, Quebec, Northern Providence Investments is an asset management company engaged in the business of acquiring, developing, and managing socially responsible investment ("SRI") assets. Northern Providence Investments aims to manage a diverse portfolio of performing assets that apply an investment strategy where environmental, social, and governance screening criteria are combined with traditional financial analysis in the investment decision-making process. Northern Providence Investments attempts to achieve solid financial returns while investing in companies that not only demonstrate financial, social, and environmental advantages, but also contribute to the sustainability of Canada and the rest of the world. To learn more about how Northern Providence Investments is contributing to global sustainability and social responsibility visit [www.northernprovidence.com](http://www.northernprovidence.com).

Northern Providence Investments is an Equal Opportunity Employer.

