

Investor Relations

Internship or Full Time (In-person/Remote)

Firm Description

Symbolic Capital is a founder-led investment firm supporting the best web3 projects globally. Built by web3 founders, we are committed to using our background as builders to provide hands-on support to our portfolio companies.

In this role your responsibilities will include but are not limited to:

Role Description

- Leveraging existing network of investors to reach out to potential LPs (family offices/HNW/institutions)
- Pitching the fund to investors and having an intimate understanding of the fund structure
- Answering LP questions regarding the investment vehicle and ensure timely communication and follow up
- Assisting with and coordinating marketing materials for the fund and assisting with edits to the fund deck
- Engaging and supporting manager and LP communications on the deal flow and SPV side
- Staying on top of manager and LP communication requests
- Attending summits and conferences to actively market the Symbolic brand and meet new contacts
- Helping with other ad-hoc fund operations and projects as needed

Requirements

- Undergraduate degree or above from globally renowned universities
- Deep experience in the crypto & blockchain space
- Existing network of investors (family offices, HNWI, institutional investors)
- Experience in investor relations or business development related field
- Strong Excel and PowerPoint skills
- Excellent communication and interpersonal skills
- Heightened attention to detail
- Ability to work with confidential and sensitive information

Application

- If you are interested, please send an email with your your resume, cover letter with the subject line of “[Investor Relations] Name” to talent@symbolicvc.com