



Job Description

Job Title: Schneider Electric Business Incubation Associate

Job Level: Full-Time for 8 weeks, July 2018 - August 2018

Compensation: Compensation commensurate with experience.

Job Summary:

Schneider Electric's Business Incubation program assists entrepreneurs to ideate, plan, adapt and scale new business opportunities. The selected project teams will receive wide-ranging support including access to a community of mentors and vertical domain experts, market insights, lab & prototyping capabilities, access to channels and customer pilot opportunities. Schneider Electric venture investment is also available as a potential award through this challenge.

Greentown Labs, the nation's largest cleantech and energy startup incubator, proudly fosters a vibrant culture emphasizing teamwork, positivity, personal growth and passion. The mission of Greentown Labs is to enable cleantech and energy entrepreneurs to focus on their inventions that will solve the world's most pressing energy and environmental problems. The Greentown Labs Bold Ideas Challenge is a 6 month corporate accelerator based at Greentown Labs, the nation's largest cleantech incubator and funded by Schneider Electric, a global leader in energy management and automation. This program is a collaboration between Greentown Labs and Schneider Electric's Business Incubation Initiative focussed on supporting entrepreneurs in the energy sector to build viable startup ventures. More on this program [HERE](#).

This position will report to the North American Business Incubation Leader at Schneider Electric and will be based out of Greentown Labs and work closely with both Greentown Labs and Schneider Electric to recruit for and manage the Greentown Labs Bold Ideas Challenge alongside additional Business Incubation Initiative activities.

Primary Responsibilities of this Role:

Schneider Electric Business Incubation Initiative

- Manage administrative recruitment and pipeline activities
- Support the North American Business Incubation Leader with various communications and coordination tasks
- Facilitate engagement of Schneider Electric employees in the Business Incubation Initiatives various events, mentorship programs and activities



- Provide information and communications about the Initiative to external partners and entrepreneurs

Greentown Labs Bold Ideas Challenge

- Drive outreach to policy, business and technology experts within the digital energy space to support the Greentown Launch accelerator applicant recruitment goals
- Draft marketing and communication materials, schedule calls with and provide customer service for applicants and leads (those who may become applicants)
- Work with Director of Strategic Partnerships to execute summer programming for energy entrepreneurs seeking corporate partnership and/or investment from Schneider Electric
- Support the planning and logistics behind Greentown Launch incubation, and all other related activities during the 2018 summer accelerator program
- Support the Director of Strategic Partnerships in managing and responding to inbound requests from Launch program sponsors and participants

Required Skills and Experience:

- Clear and professional written and verbal communication skills
- Comfortable understanding of startup capital sources and formats
- Experience in policy, entrepreneurship and/or the energy industry a plus
- Education or experience in business Finance or Investment
- Must be a team player with the ability to accomplish tasks independently
- Familiarity with Microsoft Office Suite (including PowerPoint), Google for Business, Google Drive and Salesforce

To Apply

Contact Bimal Mehta at Bimal.Mehta@schneider-electric.com.