

INTERN PROGRAM

RedCell offers a year-round intern program for undergrads, graduate students and those transitioning from the military. The program is a generalist program reporting to the Head of Operations. Interns will work on projects and tasks across the RedCell platform as well as for Red Cell's incubation companies. This person will be a valued team member. Candidates should have the ability to work independently when needed and must be able to work under pressure at times to handle a wide variety of activities.

WHAT YOU'LL DO

- Help with administrative tasks - organizing calls, taking minutes of meetings, providing follow up with action items
- Market research in the healthcare and national security space
- Competitive analysis
- Research projects for RedCell and incubations
- Provide support to other team leads outside of the COO team including - founders/CIO, marketing + communications, finance, and HR
- Balance multiple priorities, handling matters expeditiously and proactively

WHAT'S REQUIRED

- Excellent communication skills, both written and spoken
- Excellent judgement and professionalism when dealing with queries/requests from other senior executives within the Firm
- Proficiency with Microsoft Outlook, Excel, and Word
- Strong organizational skills that reflect ability to perform and prioritize multiple tasks seamlessly with excellent attention to detail
- Team-oriented mindset
- Commitment to the highest ethical standards

TIME

- 10-15 hours/week if enrolled in school
- 40 hours/week during summer

BENEFITS

- Remote-first work policy
- Competitive compensation
- Exposure to leadership
- Great culture!

APPLY

- Send an email and resume to recruiting@redcellpartners.com