

Company Description

Catalyst is a leading Israeli multi-fund firm, established in 1999.

The Fund manages over \$400 million, typically investing in disruptive technology companies with an Israel nexus, which are focused on long-term growth and international expansion. Catalyst provides unique value-add to its portfolio companies, which span across various sectors - including a network of high calibre investors in markets across the US, Europe, China and Emerging-Markets, significant business networks and vast transactional experience in global capital markets and cross border M&A. Catalyst is the only Israeli Fund which invested in Mobileye, other notable investments include Tufin (TUFN), Taboola (TBLA), Satixfy, Arbe (ARBE), Raziel, Nexar, Curalife and Addionics.

Investor Relations & Marketing Analyst

Main responsibilities

- Lead the development of the investor relations strategy and prepare the onboarding process of new investors
- Maintain complete and orderly records of investors and manage consistent, clear, and regular communication with Investors
- Organize roadshows in different continents, support partner in fundraising efforts
- Lead marketing strategy and execution for Catalyst funds and ensure that the materials are informative, accurate, and updated.
- Leverage social media where possible
- Support by planning and coordinating events for Catalyst Funds and Partners
- Collaborate with other organizations and groups within the community to build partnerships

Qualifications

- 2-4 years of experience in investor relations, high tech, investment banking, or private equity.
- Business/Communications related degrees, MBA is an advantage.
- A strategic thinker, with superb written and verbal communication skills and the ability to draft engaging and impactful messages.
- A relationship builder with influencing skills and the ability to manage highly confidential information.
- Strong organizational skills. History of balancing competing priorities with the ability to adapt to the changing needs of the business while meeting deadlines.
- Strong project management skills with the ability to manage time-sensitive projects.
- Mother tongue English, Conversational Hebrew; additional languages are a plus
- Attention to detail and process-driven.
- Self-motivated and independent worker
- A team player able to perform in a high-pressure environment.

Please include an intro-mail and share with us:

- Describe your experience in the Israeli high-tech ecosystem
- How do you believe your past qualifications are suitable for the position?
- Share with us the most creative post you saw during the last couple of months
- Please send the CVs and questions to Annie Salem: annies@catalyst-fund.com