



## Senior Consultant

### Job Description

#### About Common Impact

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Common Impact is a nationally-recognized nonprofit that works to build a society in which individuals and businesses invest their unique talents towards a shared purpose: strengthening the local communities in which we live and work. We connect corporate employees to nonprofit organizations to tackle the greatest challenges our communities face.

We break down barriers that exist between sectors and industries to create meaningful partnerships between companies, social sector organizations, and the people that drive them. The common purpose of these connections: to deliver real value to each partner through innovations in community engagement and, ultimately, to address deeply rooted and complex social challenges.

With a deep understanding of both mission-focused and business goals, Common Impact enables growing nonprofits to achieve even greater results in our communities, while simultaneously engaging corporate employees in dynamic and challenging opportunities that develop their skills and unlock successful, purpose-driven careers.

Founded in 2000, Common Impact has partnered with Fortune 500 companies and hundreds of the country's leading nonprofit organizations to create this transformational change. Learn more about our [services](#) and [impact](#), the [companies](#) we work with, and our [nonprofit](#) partners.

#### Position Summary

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Over the past twenty years, Common Impact has built a leading model to connect talented professionals from global companies to high-potential local nonprofits through skills-based volunteerism. As corporate engagement and investment in social challenges deepens, Common Impact is expanding and evolving to meet the new demands of the social impact space. In 2018, Common Impact embarked on a three-year strategic plan to vastly increase the scope of its impact through targeted partnerships and the identification and execution of critical social sector projects where corporate talent can play a transformational role.

As Common Impact expands its work, we seek a Senior Consultant who can support the growth our strategy consulting practice. This role is a critical client-facing one with the opportunity to partner with Common Impact's program team, nonprofit clients across mission areas, and Fortune



500 partners. Common Impact's strategy consulting consists of corporate and nonprofit advisory work including skills based volunteering program design, capacity consulting, and corporate social responsibility consulting.

The Senior Consultant role is an excellent opportunity for a seasoned professional to join a high-performing consulting team and shape and innovate on solutions for Common Impact's corporate and nonprofit clients. The Senior Consultant will report to the Chief Program Officer and lead Common Impact's more complex, strategic work with clients, and mentor more junior members of the consulting team. In addition, this position is designed to support the evolution and growth of Common Impact's services by identifying industry needs and trends, and incorporating them into Common Impact's work both internally through program growth and refinement and externally through field building initiatives.

## Key Responsibilities

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***Leading Strategic Consulting Engagements and Piloting Services:*** The Senior Consultant will lead Common Impact's more complex client engagements including corporate social responsibility program strategy and design, business strategy skills-based volunteer projects, program management of new implementation models, and direct consulting to our nonprofit and corporate clients. In some cases, the Senior Consultant will be leading the first iteration of a new service that Common Impact is piloting, and will be tasked with building the infrastructure for our services in addition to executing them.

***Leading Client Skills-Based Volunteering Programs:*** As a member of the Consulting Team, the Senior Consultant will manage select client accounts, including consulting on client's skills-based volunteering goals, designing solutions, managing the implementation of the client's skills-based volunteering program, and honing the client's program to meet their goals. The Senior Consultant will be expected to consider Common Impact's business interests while managing program work, identifying areas for new business growth within current programs, and ensuring that program work is executed as efficiently and effectively as possible to ensure strong financial performance of the account.

***Scoping Skills-Based Volunteer Projects:*** The Senior Consultant will lead some of Common Impact's nonprofit client selection processes, particularly related to new models and business strategy projects. They will support SBV scoping and support the identification of projects that would align with a newer more complex model and/or a resource for nonprofits to directly access SBV independently.

***Program Refinement and Training:*** The Senior Consultant will be expected to observe and share the trends and themes from Common Impact's work, with a specific focus on identifying team and client training needs for Common Impact to be able to evolve its programs to meet these themes and trends. In this role, and in partnership with Common Impact's leadership



team, the Senior Consultant will identify areas for program evolution and refinement as well as ways to use Common Impact's systems to share knowledge across the consulting team and to improve our training services for our nonprofit and corporate clients.

***Team Management and Development:*** The Senior Consultant role will have the opportunity to formally and informally manage and mentor other members of the Consulting Team. In a formal management role, the Senior Consultant will be responsible for direct management of Program team members.

***Living Common Impact's Values:*** At Common Impact, we strongly believe that the spirit in which we do our work is as important as the work itself. We pride ourselves on excellence, innovation, fostering collaboration between groups that might not otherwise interact, and a willingness to have fun with our work. A successful candidate for this position will embody and protect our organizational values of service, unlikely partnerships, ingenuity and levity.

## Required Skills

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**Experience:** 7-10 years of consulting, program innovation, nonprofit, and/or cross-sector experience. Employee engagement, volunteerism and pro bono experience, a plus.

**Location:** New York City

**Travel:** Our clients have a national footprint. This role will require approximately 10% domestic travel once it is safe to do so based on public health guidelines. (Common Impact will not require staff travel through the end of 2021.)

### Skills

- An ability to bring clarity and solutions to challenges with a high level of ambiguity and uncertainty
- An ability to synthesize large amounts of data quickly, draw conclusions, and define solutions
- An ability to deliver consistently high-quality, meaningful consultation to our corporate and nonprofit clients by following Common Impact's model and understanding where to move "off script" or break from process when it best suits our clients' needs
- Experience training, managing and mentoring teams of professionals
- Demonstrated results in a client services, program management and / or consulting role
- An excellent problem solver and critical thinker who can synthesize information, ask insightful questions, and spot trends quickly
- An independent worker who thrives in an entrepreneurial environment and can juggle a wide range of simultaneous projects and competing priorities
- A superior written and oral communicator who can translate complex concepts into understanding and action
- Comfort understanding and discussing topics in a variety of service areas, including technology, marketing, financial management, and human resources
- An ability to interact effectively and professionally with a wide range of individuals and



organizations

- An ability to inspire and engage others with Common Impact's mission and work
- Committed to working with diverse, cross-sector communities

### Compensation and Benefits

The salary range for this position is \$70,000 – \$85,000 annually and commensurate with experience. Common Impact offers competitive benefits, including 3 weeks of vacation, 10 holidays, the final week of the year off, and 12 sick days; a 401k plan and 2% match; paid parental leave; and medical and dental coverage.

### How to Apply

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Common Impact is an equal opportunity employer committed to building a diverse community and does not discriminate on the basis of race, ancestry, national origin, color, religion, gender, age, marital status, sexual orientation, disability, or veteran status.

To apply for this position, please submit your resume, and response to the prompt included below to [jobs@commonimpact.org](mailto:jobs@commonimpact.org) with “Senior Consultant – *Last Name, First Name*” in the subject line. Your cover letter should address the following:

1. How do you practice the concept of innovation? What changes are you looking to see in the social impact sector and how does this role fit into that vision?
2. How do you like to learn? What are some of the ways you have taught yourself to expand your sector knowledge?
3. An example of client work that required out-of-the-box strategies for success.