



## **Changing Our World Associate Director**

**Location:** New York, NY (Hybrid)

### **Associate Director Job Description:**

You want to do more good in the world. So do we. We are a team of social impact consultants committed to changing the world. Our team draws on our internal expertise across industries and challenges to create social good strategies. We help our clients meet fundraising goals, align their operations and organization with their vision, launch purpose-driven campaigns, design foundations and corporate social responsibility strategies, and engage key audiences and stakeholders.

We are seeking an Associate Director to join our fundraising team. This is an entry-level position and the primary role will be to provide support on our nonprofit client engagements, working with multiple Project Managers across our firm.

A hybrid position will be considered with periodic in-person meetings at our New York City headquarters and on-site client meetings as required.

### **Responsibilities:**

- Provide support on a portfolio of client engagements
- Conduct research on individual, foundation and corporate prospects and donors
- Develop prospect profiles
- Draft client presentations and reports
- Participate in the formulation of fundraising strategy and recommendations
- Assist with business development and marketing activities
- Develop marketing and communications collateral
- Participate in firm-wide meetings and trainings
- Contribute to the overall culture and operations of Changing Our World
- Perform other duties and ad hoc requests as assigned

### **Qualifications:**

- Bachelor's Degree required and at least one year of work or quality internship experience
- Interest in social impact, philanthropy and nonprofit sector
- Experience in research and analyzing findings
- Excellent research, writing, editing and proofreading skills with the ability to communicate clearly and concisely, both verbally and in writing
- High level of accountability when working independently or as part of a larger project team
- Ability to be flexible and juggle priorities when faced with competing deadlines

- Basic design and layout experience preferred
- Highly proficient in Microsoft Office Suite (including full competency in Word, Excel and PowerPoint) to create professional client deliverables
- This position is currently remote and will require access to Wi-Fi.

### **About Changing Our World**

Changing Our World is a trusted fundraising and social impact consulting firm that advises leading corporations and nonprofit organizations.

Founded in 1999, we thrive on deep and integrated partnerships with our clients, based on shared values and social objectives. We have extensive experience designing, building and managing the implementation of strategic initiatives that enable corporations and regional, national and global nonprofits to achieve their programmatic and philanthropic goals.

In 2002, we became part of the Diversified Agency Services group of Omnicom (NYSE: OMC), becoming the only philanthropy consulting firm that is part of a Fortune 200 company. This relationship offers our clients the opportunity to tap into world-class public relations, communications, branding and advertising expertise.

Our decades of experience partnering with nonprofit organizations around the globe provide our firm with a unique perspective and, as the founding agency behind ONE HUNDRED, Changing Our World offers strategic planning, marketing, advertising, and digital resources that traditional nonprofit consulting firms lack.

Headquartered in New York, we also have a presence in other major cities including Boston, Washington D.C., Austin, Atlanta and London.

### **Our Core Values**

Our core values shape everything that we do as a company, from how we work with our clients, to the way we conduct interviews and internal meetings. These values are what you can expect from our team and what you'll find in every aspect of our work: Kindness at Our Core, Passion for Social Impact, Authentic Partnership, Integrity in All That We Do, and An Evidence-Based Approach.

### **How to Apply**

Please submit your resume via email to [hr@changingourworld.com](mailto:hr@changingourworld.com) and include "AD-NAME" in the subject line.

*We are an Equal Opportunity Employer. It is the policy of Changing Our World to provide equal opportunities for employment and advancement to qualified individuals without regard to race, color, religion, creed, national origin, sex, age, sexual orientation, marital status, disability or veteran status. No agencies, phone calls or faxes, please.*