



THE 360 GROUP
— EXPECT THE UNEXPECTED —

Private Client

Strategy Associate

Position Description & Candidate Profile

Strategy Associate

Location

Flexible within the United States; eventual headquarters expected to be in San Francisco Bay Area, New York, or Washington D.C.

Reports to

Chief of Staff (interim); Vice President, Programs and Strategy

Our Client

This new foundation builds and supports solutions at the intersection of climate change and community priorities, focusing on efforts and initiatives that draw connections between urgent local and community-based issues—including housing, transportation, food security, and more—and the health of our planet. The foundation is especially eager to partner with communities that are already enduring severe impacts of climate change and that deserve a central place in solutions. The organization prioritizes representation, diversity, equity, and inclusion in all facets of its work.

Unlike most philanthropies, this foundation will spend down its assets—more than \$3 billion—over the next 10–15 years, a decision that empowers it to support not only sensible and pragmatic solutions but also daring bets and breakthroughs that can alter the trajectory of the climate crisis and unlock a new and better future for humanity.

This foundation strives to do things differently, to be entrepreneurial and innovative, and to be inclusive to a wide range of potential grant partners. The foundation's Strategy team is responsible for mobilizing the organization's philanthropic funding to create the greatest impact at the intersection of climate and community. In its operating model, however, this is not a traditional grantmaking team. The foundation does its work in deep collaboration with field experts and advisors, as it is essential that the foundation's strategy is developed not in conference rooms but out in the world, informed by the lived experiences and innovative ideas of the people most directly impacted by the problems the foundation seeks to address. Specifically, the foundation will convene experts from a variety of disciplines who are close to communities – their experiences, and their solutions.

Position Responsibilities

In order to execute against its ambitious goals, the foundation seeks to bring on a Strategy Associate. This new role will work closely and collaboratively with the entire Strategy team. They will eventually report to the future Vice President of Strategy, once that role is filled. In the interim, they will report to the Chief of Staff.

More specifically, the Strategy Associate will:

- Support Strategy Directors in curating and supporting an ecosystem of community experts and advisors to develop new philanthropic strategies, programs, and grants
- Conduct research and landscape analysis in support of strategy development
- Contribute to due diligence on potential grants consistent with the foundation's strategies, including participating in diligence meetings and calls, analyzing information, evaluating for alignment and success potential, summarizing findings, and writing recommendations
- Help to provide support and connectivity to grant partners, including responding to their questions and proactively identifying connections or collaboration opportunities
- Contribute to team systems and processes, including knowledge management, learning and evaluation, data entry, and team operations
- Contribute to the success of the foundation as a whole; as a startup team with ambitious goals, all staff members will take on additional projects and responsibilities as needs or opportunities emerge

Profile of the Successful Candidate

To be successful, the Strategy Associate will need strong analytical and synthesis skills, combined with interpersonal skills that prioritize honest communication, integrity, the ability to thrive in a start-up environment, and the ability to translate complex issues into executable steps. An innovative and collaborative approach to problem-solving will also be important.

Location is flexible within the United States. While a majority of the foundation's team is based in the San Francisco Bay Area, the foundation is seeking the best candidates for its open roles no matter where in the United States they are based. That said, the foundation highly values in-person time for team building and collaboration. As such, team members not based in the area of the foundation's eventual headquarters – most likely in the San Francisco Bay Area, New York City, or Washington, D.C. – will be expected to travel regularly (~25% of their working time) to the foundation's headquarters. Team members will also be expected to travel for conferences, site visits, and so forth.

More specifically, the foundation seeks a professional who has:

- Passion for solving climate change *and* for meeting communities where they are and addressing their immediate needs and priorities
- Two to five years of relevant experience building climate solutions or working with communities to respond to their priorities; a combination of both would be ideal
- Experience in at least one related field or system, such as energy, transportation, the built environment, food systems, policy advocacy, community organizing, or power building; however, the strongest candidates will be able – and excited – to work across all fields or systems
- Commitment to – and ideally, experience in – incorporating diverse, frontline perspectives and considerations of equity into strategic decision-making
- Excellent research and analysis skills
- Excellent written and verbal communication skills
- Strong interpersonal and relationship building skills
- Ability to synthesize research by experts with on-the-ground experience
- Comfort in fast-moving, entrepreneurial, dynamic environments
- Ability to travel regularly

Start Timeframe

We seek to have someone in place by Summer 2022.

Compensation

This position offers a competitive salary and includes a comprehensive benefits package. *We actively welcome all candidates from a wide range of backgrounds who have the skills to fulfill this role – regardless of compensation history.*

To Apply

All applications are held in strict confidence. Please submit your credentials and a letter of interest (specifically addressing your thoughts about supporting organizations working at the intersection of climate solutions and community priorities) through our private applicant portal to The 360 Group at:

<https://the360group.us/portal/>

Applications should be directed to the attention of Vincent Robinson, Managing Partner or Maureen Capitolo, Principal. Applications will be reviewed on a rolling basis. Earlier applicants may receive priority consideration. To be considered, The

360 Group encourages all interested candidates to submit their applications promptly, via the confidential applicant portal linked above.

At The 360 Group, we know that a richly diverse mix of professionals makes organizations more effective. Using that principle as our “North Star,” we make diversity a hallmark of our firm, and all of our search engagements.

Learn more about The 360 Group at the360group.us.