



Associate Director

About Social Finance

Social Finance is a 501(c)(3) nonprofit organization dedicated to mobilizing capital to drive social progress. We believe that everyone deserves the opportunity to thrive, and that social impact financing can play a catalytic role in creating these opportunities. We design and manage public-private partnerships that tackle complex social challenges, such as achievement gaps, health disparities, and prisoner recidivism.

Core to our work is the development of Pay for Success financing, also referred to as Social Impact Bonds. An innovative funding model, Pay for Success helps to measurably improve the lives of people in need by driving government resources toward better, more effective programs. Our sister organization, Social Finance UK, was founded in 2007 and launched the world's first Social Impact Bond in 2010.

Social Finance partners with governments, nonprofits, foundations, impact investors, and financial institutions to create innovative financing solutions to improve social outcomes. In the Pay for Success and Social Impact Bond market, our **Advisory Services, Social Investment, and Active Performance Management** teams support all phases of work, tailored to the needs of our partners. We are focused on developing a strong Pay for Success field through market education, publications, events, research and analysis.

Role and Responsibilities

Social Finance is hiring for an Associate Director for both San Francisco and Boston locations. The Associate Director will be an integral part of the national Social Finance team, with significant project management responsibilities. Associate Directors may be asked to contribute to a variety of the firm's offerings, including pipeline development, project origination and execution, performance management, and advisory services.

Responsibilities

- Collaborate with the team to execute offerings, which can include assisting on the drafting and editing of deal terms and structuring, supporting the syndication process, delivering advisory services, and contributing to the firm's thought leadership efforts. When leading various offerings, Associate Director will define scope of project, develop workplan and manage colleagues towards project completion.
- Design and structure work required to provide high-quality deliverables to partners, including:
 - Develop proposal documents, timeline, budgets
 - Design and execute against detailed meeting schedules, timelines and work streams in order to guide the project team
 - Draft and finalize agreed deliverables with team members and senior management as needed, including memos, reports, and PowerPoint presentations
- Help design, lead, and conduct research efforts in social issue areas and interventions under consideration for Pay for Success (PFS) applications. Examples of the firm's research activities include the following: mapping non-profit service provider landscapes, conducting due diligence on potential non-profit providers, producing economic cost-benefit analyses, pricing social outcomes and modeling financial returns.
- Identify, build and maintain relationships with peers from key partner agencies and across sectors.
- Contribute to the monitoring of the performance of non-profit providers once a PFS project has been deployed and collaborate with non-profits to ensure they meet target outcomes. Collaborate with outside evaluation firms to identify and measure key performance outcomes.
- Help develop colleagues by coaching associates and providing real-time feedback in service of executing high-quality deliverables.
- Support senior management and Social Finance team as needed.

Qualifications

We are looking for an entrepreneurial professional who has the flexibility and aptitude to take on additional duties that senior management deems appropriate. Candidate must have:

- At least five years combined work and graduate school experience; experience in a role with significant analytical responsibility required (e.g. management consulting, economic consulting, non-profit consulting)
- Strong project management experience; ability to lead teams and manage associates towards project completion and under tight deadlines
- Strong analytical and quantitative skills; intermediate statistical knowledge required
- Excellent oral and written communications skills, the ability to deliver quantitative and qualitative data in a compelling way, and the ability to quickly research, synthesize and summarize key lessons on unfamiliar topics
- Advanced interpersonal skills and client-facing experience; ability to identify, build and maintain relationships across sectors that are integral to the firm and its mission
- Commitment to excellence and accuracy, with an ability to manage multiple competing priorities simultaneously, constructively express contrary points of view and seek consensus among strong, independent thinkers
- Demonstrated interest and knowledge of key issues in effective nonprofit management, social interventions, and/or impact investing (e.g. academic coursework, consulting projects, volunteer work, etc.)
- Capacity to work independently while contributing to team projects as appropriate
- Sense of humor and flexibility to regularly incorporate the feedback of others into work processes
- Advanced expertise in Microsoft Excel, including financial modeling, and PowerPoint
- MBA or MPP preferred; concentration in finance, economics or public policy a plus

Application

Send cover letter and resume to hire@socialfinance.org (Subject line: Assoc. Director, Boston).

Review of applications will begin immediately. No phone calls please.

Social Finance, Inc. is an equal opportunity employer, and all qualified applicants will be afforded equal employment opportunities without discrimination because of actual or perceived race, color, national origin, sex, age, religion, disability, marital status, personal appearance, sexual orientation, gender identity or expression, political affiliation, or genetic information.