



Associate Director

Boston, MA, Austin, TX or San Francisco CA

About Social Finance

Our Mission

Social Finance is a 501(c)(3) nonprofit dedicated to mobilizing capital to drive social progress. We bring together uncommon partners—governments, investors, and nonprofits—around a common purpose: to measurably improve the lives of those most in need. Our intention is to strengthen the link between performance and payment—driving more funding toward programs that work – via Pay for Success applications.

What is Pay for Success?

Pay for Success (PFS) is a unique innovation in impact investing. It generates returns by creating efficiency in the way government deploys taxpayer funds—by investing in prevention and focusing on outcomes. In any PFS financing, every dollar of return directly represents a tangibly measured unit of human impact. At the same time, it's a methodology for agreeing on the outcomes policymakers and communities choose to prioritize, and a reimagining of the social sector that focuses on results and rewards performance.

Our Services

Social Finance partners with governments, nonprofits, foundations, impact investors, and financial institutions to create innovative, outcomes-based financing structures to improve social outcomes. In the Pay for Success market, our **Advisory Services, Social Investment, and Active Performance Management** teams support all phases of work to investigate, design, structure, launch and manage Pay for Success projects, tailored to the needs of our partners. We are also focused on developing a strong Pay for Success field through market education, publications, events, research and analysis. For instance, our **Public Impact Initiative**, which uses the full range of Pay for Success tools – like active performance management and innovative funding mechanisms

such as outcomes rate cards – specifically helps governments design, fund and manage effective social services. Associate Directors are essential members of our team, and should expect to immediately start contributing across all facets of Social Finance’s services.

Role and Responsibilities

Associate Directors are an integral part of the national Social Finance team, with significant project management responsibilities across multiple projects and initiatives that span the full PFS development spectrum. Associate Directors are staffed on a project basis, on anywhere from 2-4 projects at any given time.

Responsibilities

- Associate Directors collaborate closely with their project teams to develop PFS offerings, defining the scope of the project, developing and owning the workplan, and managing internal and external colleagues towards project completion. Across the PFS development spectrum, Associate Directors design, structure and lead work streams required to provide high-quality deliverables to project partners, including but not limited to the following activities:
 - **[Proposals / Business Development]** Develop content and lead drafting of responses to proposal documents (i.e. RFPs, RFIs, NOFAs) and concept notes for potential PFS opportunities, including workplans and budgets; create public communications materials and lead prospective business development calls to source opportunities; identify, build and maintain relationships with peers from key partner agencies and across sectors
 - **[Advisory / Social Investments]** Design and execute against detailed meeting schedules, timelines and work streams in order to guide the project team; co-design and lead financial modeling, data analyses, and literature review work streams to support project design decisions, test hypotheses, and define recommendations (analyses may include quantifying the public value of social outcomes, modeling cash flow and potential return projections, assessing an intervention’s impact on various target populations, etc.); prepare and edit PowerPoint presentation materials to convey key findings and recommendations to external partners; draft and edit key governance documents and design procurement procedures for external project parties (e.g. evaluators); lead calls and in-person meetings at both the working group

and steering committee levels with government, investor, philanthropy, and/or service provider partners and stakeholders

- **[Active Performance Management]** Contribute to monitoring the performance of non-profit service providers once a PFS project has launched, collaborating with providers to manage towards maximizing target outcomes; collaborate with evaluation firms to identify and measure key performance outcomes; support investor and funder reporting, cash flows, and communications; lead governance and operations meetings and calls with key project stakeholders; support recommendations for key project decisions and milestones
- **[Field Building]** Attend conferences and pursue speaking engagements that support field education on PFS; write blog posts, white papers or publish reports that share key learnings and findings from our work; help design, lead, and conduct research efforts in social issue areas and interventions under consideration for PFS applications. Examples of the firm's research activities include: 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
- Support the Social Finance team's growth and success, including: coaching and developing associates across project teams; providing real-time feedback to team members in service of maximizing professional success and executing high-quality deliverables; contributing to firm development initiatives, which may include recruiting, professional development, internal "knowledgefest" sessions, board meeting presentation preparation, or other internal strategic projects; supporting senior management, internal functional teams, and Social Finance project teams as needed.

Qualifications

We are looking for an entrepreneurial professional who has the flexibility and aptitude to take on the core responsibilities of the Associate Director role, as well as additional duties that senior management deems appropriate. Candidates 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, impact investing, non-profit consulting, financial analysis, public sector or policy experience)

- Strong project management experience; ability to lead multiple 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. career experience, academic coursework, consulting projects, volunteer work, etc.)
- Capacity to work independently often in ambiguous situations, exhibits agility and creative problem solving skills
- Sense of humor, team-oriented player, and flexibility to regularly incorporate feedback into work processes and personal development
- Advanced expertise in Microsoft Excel, including financial modeling, and PowerPoint
- MBA or MPP preferred; concentration in finance, economics or public policy a plus

Application

Applicants must be currently authorized to work in the United States on a full-time basis. Send cover letter and resume to hire@socialfinance.org (Subject line: Assoc. Director, Boston OR Assoc. Director, Austin OR Assoc. Director, San Francisco). 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, creed, disability, marital status, citizenship, ancestry, personal appearance, sexual orientation, gender identity or expression, political affiliation, military status, status as a protected veteran, genetic information or any other legally protected status.