

# A BETTER CHICAGO

## POSITION SPECIFICATION

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**POSITION:** Summer Associate – Program Team

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**ABOUT THE ORGANIZATION:** A Better Chicago is a venture philanthropy fund devoted to changing the way Chicago fights poverty by investing in bold ideas that provide opportunity for our youth. Driven by the core beliefs that education changes everything and that charity as usual doesn't work, we invest in and support a select portfolio of high-performing nonprofits that are putting low-income students on a path toward high school, college and career success. Through its approach to selecting and supporting outstanding organizations, A Better Chicago seeks to improve opportunities while setting an example of how philanthropy can drive compelling results at scale.

**Current challenge and A Better Chicago's solution:**

Despite decades of reform efforts, only 18% of Chicago Public School freshmen are graduating from college by the age of 25, and even fewer enter a career with a family-sustaining wage. In response, A Better Chicago is harnessing best practices from the private sector to find, fund and scale a portfolio of high-performing nonprofit organizations that puts low-income students on a path to high school, college and career success. Through a combination of funding and management support, A Better Chicago is providing Chicago's most effective nonprofits with the financial and intellectual capital to thrive.

**Key elements of A Better Chicago's model include:**

- **Rigorous due diligence:** A Better Chicago carefully assesses organizations and only funds those that have strong leadership, a compelling program model and a demonstrated commitment to outcomes measurement
- **Amplifying impact:** In addition to growth capital, A Better Chicago provides strategic support in areas like business planning, executive search and leadership development—all of which are critical to building strong organizations and achieving meaningful outcomes
- **Results:** A Better Chicago's team works tirelessly so that every dollar raised has the maximum possible impact. The organization openly shares its performance because it believes in accountability. It's part of how A Better Chicago is transforming philanthropy
- **100% impact:** A Better Chicago's board of directors and leadership council cover all of the organization's operating expenses, so 100% of all donations are directly invested in A Better Chicago's portfolio of outstanding nonprofits

**Since launching in 2010, A Better Chicago has made compelling progress:**

- Raised over \$25 million to invest in Chicago's most effective education nonprofits
  - Built a founding board, leadership council and high-performing staff
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- Reviewed 700+ organizations and built a portfolio of 11 high-performing organizations
- Developed partnerships with leading professional services firms to help grantees tackle their most pressing strategic and operational challenges

For more information, please visit [www.abetterchicago.org](http://www.abetterchicago.org).

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## **ABOUT THE POSITION:**

Summer associates work closely with A Better Chicago's management team to further our mission of creating opportunity for Chicago students. Over the course of 10 weeks, summer associates on the program team work on projects ranging from candidate sourcing and due diligence to grantmaking strategy. Summer associates are tasked with projects that are a fit with their experience and skillsets and in alignment with A Better Chicago's organizational priorities.

This is an ideal opportunity for a candidate seeking a hands-on role at an entrepreneurial and innovative nonprofit organization. As part of their experience, summer associates will build relationships with nonprofit and philanthropic leaders, deepen their understanding of the nonprofit sector and venture philanthropy, and receive mentorship and support from A Better Chicago staff.

Specific responsibilities will be determined closer to the start of the internship. Examples of opportunities to support the program team may include:

- Sourcing and due diligence
    - Identify nonprofit organizations and initiatives that are promising candidates for A Better Chicago's due diligence process
    - Assess candidate organizations, including deep analysis of an organization's program model, leadership, finances and scalability
  - Investment strategy
    - Conduct research to develop A Better Chicago's perspective on areas of need in the landscape (i.e., gaps in current services)
    - Conduct research and provide recommendations to guide updated portfolio success metrics and performance targets
  - Portfolio management
    - Analyze and report on grantee and portfolio outcomes and trends related to key performance and organizational health indicators
    - Conduct research and planning for portfolio collaboration events (e.g., workshop or learning event)
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- Organizational leadership
    - Represent A Better Chicago at sector meetings and events, as opportunities arise
    - Engage with external stakeholders to gather information or conduct research, as relevant

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## CANDIDATE REQUIREMENTS:

The ideal candidate may bring experience from the private, public, and/or nonprofit sectors and will possess the following qualifications and attributes:

- Deep commitment to A Better Chicago's mission to drive socioeconomic change through investing in organizations creating high-quality educational and career opportunities for Chicago students
  - Demonstrated commitment and track record of excellence across A Better Chicago's values:
    - **Courage** – *We proactively step up to challenges, make tough decisions and act decisively. We say what we believe, even if it's unpopular.*
    - **Empathy** – *We respect and seek to understand a diverse range of perspectives from our teammates, partners and the communities we serve.*
    - **Impact** – *We consistently accomplish outstanding work. We hold ourselves accountable to delivering results. We have a bias toward action.*
    - **Judgment** – *We take a deliberate approach. We make wise decisions despite ambiguity. We cut through noise to focus on the most important issues.*
    - **Positive attitude** – *We bring energy, optimism and a sense of possibility to our work, especially in challenging times.*
    - **Self-awareness** – *We actively work to fully understand our abilities, our growth opportunities and how our actions affect others.*
    - **Stretch** – *We get better every day through constructive feedback, reflection and growth. We find creative solutions to overcome challenges.*
    - **Teamwork** – *We support and challenge our colleagues to be their best. We work collaboratively to solve problems. We put our team above ourselves.*
  - Skills and experience
    - 2+ years of professional experience working in challenging roles with increasing levels of responsibility, which may include relevant experiences in academic and/or internship settings
    - Excellent verbal and written communication skills
    - Strong analytical skills and quantitative orientation
    - Demonstrated ability to develop, manage, and execute work stream(s) with significant autonomy
  - Strong proficiency in PowerPoint and Excel
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- Bachelor's degree required; candidates pursuing a graduate degree in business, policy, education or a related field preferred

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**LOCATION:** Chicago, IL

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**COMPENSATION:** Summer associates are paid \$500 per week for up to 10 weeks. Please note that certain graduate schools offer matching funds to augment a nonprofit intern's compensation. Please check with your school's careers department to learn more.

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**TARGETED START DATE:** Flexible based on graduate school summer schedule

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**TO APPLY, SEND A COVER LETTER AND RESUME TO:** [internship@abetterchicago.org](mailto:internship@abetterchicago.org)

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