

A BETTER CHICAGO

POSITION: Impact and Innovation Associate

ABOUT THE ORGANIZATION

A Better Chicago is a nonprofit venture philanthropy fund that focuses on fighting poverty and inequity in Chicago by improving opportunities for Black and Latinx youth from low-income backgrounds. We approach this work by harnessing best practices to invest financial and intellectual capital in our expanding portfolio of high impact, high-potential local nonprofits as they work on the front lines to empower young people from cradle through career. Since our founding in 2010, we have provided more than \$40 million in support to dozens of Chicago nonprofits serving over 30,000 young people annually. Through our approach to selecting and supporting outstanding organizations, A Better Chicago seeks to build a more equitable city for young people while setting an example of how philanthropy can drive compelling results at scale.

Key elements of A Better Chicago's model include:

- **Rigorous due diligence:** A Better Chicago carefully screens organizations and only funds those that have strong leadership, a compelling program model and a demonstrated commitment to outcomes measurement
- **Adding value:** It takes more than just money. 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 our administrative costs, so 100 percent of all donations are supporting our portfolio of outstanding nonprofits

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

- Raised over \$43 million to invest in Chicago's most effective nonprofits
- Built a board, leadership council, impact council and high-performing staff
- Reviewed 800+ organizations and built a portfolio of 18 high-performing organizations
- Developed partnerships with leading professional services firms to help grantees tackle their most pressing strategic and operational challenges
- Created an Emergency Relief Fund that has accumulated nearly \$2.5 million to support 46 local initiatives during the COVID-19 pandemic.

For more information, please visit www.abetterchicago.org.

ABOUT THE POSITION

A Better Chicago aspires to raise the bar on analytic rigor in philanthropy and for our brand to connote excellence to those we fund and those who aspire to be part of our portfolio. The Impact and Innovation

Associate is an analytical, creative, collaborative, and passionate team member that helps shape our investment portfolio and organizational strategy. Leading the analysis of candidate and grantee outcomes, this role is critical to both the due diligence and portfolio support processes. Responsibilities also include accelerating key priorities that are central to A Better Chicago's organization-wide success, such as annual target-setting, data infrastructure and utility, landscape research, and stakeholder reporting.

The Impact and Innovation Associate will play a critical role in helping A Better Chicago make progress towards its ambitious goals and aspirations. To be successful, this individual will hold him/herself to high performance standards, possess exceptional analytical skills, and be eager to grow in a fast-paced environment.

Why this is your dream job:

For the rising star who is eager to put their analytical mind and natural curiosity to use to truly make an impact, life does not get any better. This is an incredible opportunity to directly contribute to A Better Chicago's strategy and impact, accelerate your professional growth, work with an amazing and collaborative team, and gain meaningful exposure within the nonprofit, philanthropic, education, and private sectors. If you are looking for an unparalleled opportunity to grow while making an impact, this is it.

Why this is a challenging job:

This is a demanding role. A Better Chicago is a lean and highly entrepreneurial organization with high standards and ambitious targets. You should expect to work hard and spend plenty of time outside your comfort zone. You will receive meaningful support and professional development as part of a highly collaborative team, but your success will rely on your ability to be a self-starter and quick learner. The right person will be excited about these aspects of the role

Specific responsibilities include, but are not limited to:

- *Provide capacity, expertise and insight to grow A Better Chicago's portfolio through new investments, supporting the comprehensive review of ~80 candidate organizations annually*
 - Lead work to assess candidates' programmatic outcomes and youth impact, including: Developing data requests, estimating comparison benchmark(s) using external sources, performing social ROI analyses, and analyzing third-party evaluations and studies
 - Provide thought-partnership to Portfolio Growth Manager in assessing overall fit across A Better Chicago's investment criteria
 - Lead data and outcomes discussions with candidate leadership, as relevant, throughout the diligence process
 - Help shape candidate investment recommendations; provide perspective on candidate impact, (e.g., key outcomes, benchmarks) and review all outcomes-related sections to ensure accurate and appropriate use of data insights and conclusions
 - Support the development of new investment approaches through efforts such as crafting exploration plans, conducting research, and synthesizing findings
- *Provide capacity, expertise and insight to advance investment strategy, grantee support, and stakeholder engagement*
 - Reassess grantee outcomes annually; provide perspective on performance to inform renewal decisions and grantee-specific performance targets

- Implement A Better Chicago's grantee data sharing process and customize a tracking tool for each new grantee
- Support grantees, in partnership with the Investments team, on items related to data sharing and impact, including: Onboarding new grantees, advising on measurement approach, and sharing impact analyses
- Aggregate and analyze performance data on an ongoing basis; help develop and deliver compelling presentations and reports that enable strategic decision-making and a deep understanding of A Better Chicago's performance against stated goals and targets
- *Grow A Better Chicago's analytical capabilities*
 - Equip teammates with impact capabilities that can accelerate work by developing specific tools, identifying learning opportunities, and providing ongoing partnership/support
 - Support Impact and Innovation Manager in developing and maintaining infrastructure for a broad range of data
 - Enhance sophistication and utility of A Better Chicago's existing analytical toolkit and impact-related capacities, including: Improvements to ROI (model, aggregations, and visualizations), visual analysis of gaps/need across the landscape
 - Develop and maintain warehouse of external sources for benchmarking grantee performance
 - Actively engage in sector happenings (via relevant communities, events, publications, etc.) to inform perspective on best practices and impact measurement
- *Organizational strategy and operational support*
 - Support A Better Chicago's goal setting and progress measurement
 - Collaborate cross-functionally to investigate key topics on A Better Chicago's learning agenda
 - Conduct landscape analyses to inform ABC's strategic priorities and contextualize impact
 - Advance External Relations efforts by providing data for key collateral and events
 - Represent A Better Chicago at sector events and peer funder meetings, as needed
 - Work with and provide guidance to interns, as relevant
 - Support updates to Salesforce infrastructure, as needed

REPORTS TO: Impact and Innovation Manager

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 opportunities for Chicago students
- Skills and experience:
 - Bachelor's degree
 - 3+ years of professional experience working in challenging roles with increasing levels of responsibility, which may include relevant experiences in academic and/or internship settings
 - Strong analytical skills and quantitative orientation
 - Meaningful experience working with data in a professional or academic setting

- Adept at Excel and proficient in PowerPoint; eager to continue building expertise in tools and platforms for quantitative analysis and data visualization
- Excellent written and verbal communication skills
- Ability to exercise strong judgement in moments of ambiguity
- Exceptional attention to detail
- Highly organized
- Ability to prioritize, multi-task and meet deadlines in a dynamic, fast-paced environment
- 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*
 - **Judgment:** *We make wise decisions despite ambiguity. We cut through noise to focus on the most important issues*
 - **Drive:** *We bring an ownership mindset and hold ourselves accountable to delivering results. We have a bias toward action*
 - **Innovation:** *We develop creative solutions that enable us to overcome obstacles and achieve more for Chicago's youth*
 - **Stretch:** *We get better every day through feedback, reflection and growth*
 - **Self-awareness:** *We work to understand our abilities, our growth opportunities and the impact of our actions on others*
 - **Positive attitude:** *We bring energy, optimism and a sense of possibility to our work, especially in difficult times*
 - **Teamwork:** *We support our colleagues to be their best. We work collaboratively to solve problems. We put our team above ourselves*

COMPENSATION AND BENEFITS

Salary is competitive and commensurate with experience. A Better Chicago offers an excellent benefits package, which includes:

- Medical, dental and vision insurance
- Short-term and long-term disability insurance
- 401K plan with company contribution
- Significant paid time off, including two weeks of vacation, five sick days and 16 days off for public holidays and office closure

APPLICATIONS DUE BY: January 15, 2020

TARGETED START DATE: March 2020

LOCATION: Chicago, IL

TO APPLY, SEND COVER LETTER AND RESUME BY JANUARY 15, 2020 TO: CAREERS@ABETTERCHICAGO.ORG

A Better Chicago is an equal opportunity employer and welcomes candidates from diverse backgrounds.