JOB DESCRIPTION

Senior Associate / Project Leader

Who We Are

Tri-Sector Associates is a not-for-profit advisory firm whose mission is to create systems that enable more effective social innovation. By doing so, we hope to help solve the most complex social problems facing our generation.

We are supported by leading venture philanthropists, the Temasek Trust, and the Singapore Economic Development Board. Our collaborators, Third Sector Capital Partners, Inc, are leaders in the US in launching PFS projects. Our work has been recognized by thought leaders such as the Stanford Social Innovation Review, Forbes, and the Oxford Government Outcomes Lab.

We achieve our mission by helping to structure collaborations that empower impact organisations, align incentives with outcomes, and crowd-in capacity-building capital. One model we are particularly known for across Asia is Pay For Success (PFS), in which non-profits test new bottom-up solutions; private funders deploy their capital in a catalytic fashion, and government only funds what works. Beyond PFS, we have also helped pioneer blended finance and catalytic giving methods across Asia.

Our projects to date include launching the first PFS projects in Greater China and Southeast Asia, and pioneering world-first instruments such as the Social Impact Guarantee and the Outcomes Amplifier. Issue areas we have covered have spanned the range of early childhood intervention, youth unemployment, recidivism, healthcare, eldercare, circularity, and sustainability.

We believe we are only just getting started.

What you will do

Our work has been likened to “CrossFit for the mind”: a mixture of policy analysis, strategy consulting, investment banking, and non-profit capacity building to provide end-end support in launching successful projects across diverse issues.

We are looking for a dynamic Senior Associate/Project Leader to join our offices in Singapore. This role is a full-time position based in Singapore, with a target start date of May 2023.
Note: In this recruiting cycle, we are also looking out for candidates with relevant experience in quantitative evaluation and/or international development who are seeking a client-facing role.

Amongst your core responsibilities will be:

1. **Leading and conducting engagements focused on tri-sect work:**
   - Researching gaps where social innovation can be of value
   - Conducting due diligence on social sector service providers
   - Conducting cost-benefit analysis and financial modeling
   - Creating presentations to share analysis
   - Facilitating negotiations with social impact funders
   - Working with evaluators to design rigorous outcomes evaluations
   - Convening quarterly governance meetings to support service providers to success using data

2. **Creating new opportunities:**
   - Analyzing unmet social needs and brainstorming new collaboration models to solve these
   - Writing proposals to clients and funders to win new mandates
   - Advocacy for projects and new models of cross-sector collaboration

3. **Supporting firm-building initiatives:**
   - Contributing to different aspects of creating a high performing startup
   - Providing mentorship to team members

In addition, there will be opportunities to manage relationships with senior clients and represent the firm at thought leadership opportunities around the region.

Every day at Tri-Sector is different, but an example day could be that you may run a focus group discussion for a social service agency, design a financial model for potential upfront funders, create slides for a client presentation with government, lead due diligence for a potential impact investor, and work with evaluators to design a randomized controlled trial.

**Why You Should Join Us**

We are creating a ‘delta force for impact’, with a crack team of high achievers drawn from across different sectors. Together, are committed to creating a unique organization where we can achieve personal self-actualization.

Each team member gets to:
1. **Constantly build new skills and develop themselves.** We hire A players from each sector, and then cross-train them in the best practices of other sectors. Everyone has something to learn.

2. **Use their past experience in new ways.** We appreciate what each team member can bring to the table. We have public policy experts, strategy consultants, social entrepreneurs, and quantitative PhDs each contributing their talents and experience to our mission.

3. **Exercise autonomy and control over their own fate.** We build the organization together – everyone has a role in setting the firm’s strategy and major decisions. If you don’t like something, you will be part of fixing it.

4. **Work with people who really care.** We wake up each day thinking about how we can do better for the people we serve and push the system towards more impact. We hold ourselves and each other to account for that.

5. **Directly see their personal delta.** Each team member’s work will often mean the difference between a frontier being pushed in the world - or not. The buck stops with you, so when you look back, you will be able to say: “I did that”.

**What We Are Looking For**

Successful Project Leaders will have demonstrated:

- **Strong project management ability** to design a workplan and oversee multiple complex workstreams to meet client needs, especially in a professional services engagement context
- **Efficient time management skills** to juggle diverse projects in a fast-paced setting
- **Sensitive and clear communication skills** to influence senior and working-level stakeholders from different sectors towards a cause
- **Creativity in reaching consensus** an entrepreneurial temperament and resourceful nature to help different stakeholders find agreement
- **Analytical rigor** in breaking down problems, structuring research approaches, conducting analysis, and reviewing deliverables
- **Hunger and humility to learn** given the diverse skillsets involved and continuously evolving field
- **Passion for creating genuine systems-level social change** even when the going gets tough
- **Humility and care** for the team by upholding a meritocracy of ideas not rank, and supporting the development of junior staff and peers

The following attributes would be a significant advantage:

- 3+ years in project and client management experience
● 3+ years of professional experience in quantitative research, econometrics, experimental / quasi-experimental research design and writing evaluation plans, including proficiency in data analysis tools such as Stata, Matlab, R, or Python
● 3+ years of experience working within an international development context

The following attributes would be an advantage:

● 3+ years of experience in advising and structuring project finance or impact-related finance transactions (e.g. blended finance, green bonds, sustainability-linked bonds/loans, impact bonds, outcomes-based contracts)

Candidates with these skills and attributes will typically have had experience from backgrounds in leading evaluation firms, management consulting, or development finance. However, we believe that there are a diversity of settings where these skills can be developed, and are open to considering candidates from different backgrounds. To us, what matters more is: what have you actually done, and what could you achieve with us if given the opportunity?

**How to Apply**

To apply, please submit your resume together with answers to the following questions in a short cover letter. Your resume should set out your educational background, work experience, skills, and work authorisation / citizenship status.

1. What experience and skills do you bring to the table which can support our work in Singapore and the region?
2. If you could choose one issue area to do a PFS project in, which would you choose and why?
3. Where did you see the job advertisement?

Our interviews generally span 3 rounds, including a phone interview, cases for you to have a sense of the work which we do, and a chance to meet members of the team to understand if we are a good mutual fit. Due to the high volume of applications, we regret that we will only be able to notify shortlisted candidates.

**Candidates may submit their applications to** careers@trisector.org, subject line: [Project Leader – Singapore] [Your name]. **Applications will be processed on a rolling basis and accepted until April 7 2023. Only submissions sent to this email address will be considered.**