CIIC Director of Membership and Partnerships

What is CIIC?
The Catholic Impact Investing Collaborative (aka CIIC- pronounced "seek") works to actively promote Impact Investing in Catholic institutions through community building, sharing experiences, and learning from each other. Our goal is to accelerate and expand the use of wealth in service of people and planet.

Description of Role
The objective of this position is to act as a central collaborator and driver of CIIC’s memberships and partnerships. The role will be responsible for building out existing CIIC activities and will be expected to propose and lead new initiatives.

The position will report to the Steering Committee Chair (co-Chairs) and maintain a very close working relationship with the Steering Committee and CIIC Program Manager. The role is best-suited for someone who has experience working and building relationships in the investment industry and who is energized by the work of moving the impact investment space forward in a faith-based community. Familiarity with Catholic Social Teaching, as well as the structure of the Church and landscape of Catholic institutions, is highly valued.

Specific Tasks (description and approximate frequency and duration of activities)

Build out a Membership Model for CIIC:
- Build upon CIIC’s relationships to develop a mission-driven membership model that encourages active participation in CIIC and delivers substantive value to members pursuing impact.
- Implement and give ongoing feedback on the strategic direction of the membership model.
- Help develop and implement a shared due diligence program for members.
- Conduct member outreach with focus on Catholic asset owners indicating interest in impact investing.

Establish and Enhance Partnerships with Other Organizations:
- Build and deepen relationships with partners for established CIIC Collaborators:
  - Examples include Intentional Endowments Network, Interfaith Center on Corporate Responsibility, FaithInvest, Global Catholic Climate Movement, Operation Noah, Loyola University of Chicago, Catholic Relief Services, Global Impact Investing Network, etc.
- Formalize partnership protocol in collaboration with CIIC Program Manager

Contribute to growth of Broader CIIC Community
- Help to source Catholic Impact Investing Pledge Signatories, Stories of Catholic Impact, and general supporters of CIIC.
- Collaborate with and support efforts of CIIC Program Manager to help develop our story-telling capabilities and online presence and voice of CIIC.
- Organize speaking and education on Catholic impact investing for self and CIIC members.
- Collaborate with CIIC Program Manager to help organize and participate in CIIC regional gatherings

**CIIC 2020 Conference Assistance**
- Collaborate with CIIC Program Manager and broader CIIC community to plan and implement CIIC’s first ever global conference in early 2020.
- Assist with efforts to identify key sponsors and in-kind donations for 2020 conference.

**Assist with Budget**
- Maintain list of different expenses and contributions
- Coordinate development of CIIC financial reporting with fiscal agent sponsor; support sponsor financial information needs
- Includes tracking your own expenses

**Qualifications**
- Strong finance and investment acumen gained through first-hand industry experience
- Passion for pushing forward issues of social justice, equity, and integral ecology through the lens of Catholic Social Teaching and Impact Investing
- Exceptional written, verbal and presentation communication skills
- Self-motivated and comfortable working independently
- Strong team player and collaborator
- Bachelor’s degree from an accredited university.
- High integrity, maturity, and honesty, including the ability to maintain confidentiality and to observe high standards of professional conduct.
- Strong personal qualities that might be described as “people skills” are highly valued
- 7+ years of relevant work or post-graduate experience

Passion for pushing forward issues of social justice, equity, and ecological integrity aligned with Catholic Social Teaching.

**Position Specifications:**
- Full-time, exempt.
- Salary is commensurate with experience.
- Some evenings, weekends and travel (including international) required.
- The location is flexible/remote.

**Next Steps for Applying for the Position**
- Please submit your application to info@catholicimpact.org. Please include:
  - A one-page cover letter explaining why you want the position, what you know about Catholic Impact Investing, and what efforts you would be most excited about supporting in this collaboration
  - Your resume

The deadline to apply for this position is Thursday, April 9th, 2020.

THANK YOU FOR YOUR INTEREST IN THIS POSITION.