

Program team positions in the new initiative to catalyze high impact potential collaborations and leaders

Note – all recruitment is dependent on final confirmation of the grant agreement for the program

Background

Dalberg Advisors and Dalberg Catalyst are collaborating with a major US Foundation on the design, launch and running of a program to catalyze promising solutions to address the complex, systemic challenges facing the world. The program aims to do this through identifying and investing in leaders from around the world, and through catalyzing early stage, high-impact potential collaborations between these leaders.

The program will have two tracks:

1. **Collaboration Grants** – a program to provide seed funding and support to collaborations that the Foundation has identified as having high potential, and which emerge from its high-level convening platforms. Those selected for the program will be established innovators from the Foundation's network, with a concept already developed and ready to move to scale.
2. **Emerging Leaders Fellowship** – a program to identify and support leaders on the cusp of breakthrough ideas or solutions and provide seed funding for them to collaboratively address issues of significance. This track will deliver targeted trainings, help grow and strengthen communities of emerging leaders, develop bonds between the cohort and the Foundation; and amplify the emerging leaders' work for internal and external audiences.

These two streams will together result in a portfolio of early-stage projects between leading thinkers and doers to unlock resources and new connections. While the collaborators in these two tracks will have different profiles and receive different types of support, they both recognize the potential of unexpected collaborations and unconstrained thinking to solve complex problems.

Positions

Dalberg Catalyst is seeking to recruit 2 full time and 2 part time positions to run this program over the course of two years, including design, sourcing, implementation and learning for two cycles of the program.

- Position 1: Program Manager [Part time]
- Position 2: Senior Program Associate, 'Collaboration Grants' track [Full time]
- Position 3: Program Associate, 'Emerging Leaders' track [Full time]
- Position 4: Strategic Communications and Amplification Specialist [Part time, or consultancy service as needed]

Please note – we are open to exploring different configurations of seniority and full / part time between these 3 – 4 positions. So do reach out to us even if the exact combination of seniority and time commitment do not exactly match your profile and interests.

<p>Applications: To apply, email a CV and one page cover letter to infocatalyst@dalberg.com by 17:00 Eastern Time on Tues 9th Nov</p>

Position 2: Senior Program Associate, 'Collaboration Grants' track

Contract type: Full time

Duration: 2 years, starting Nov / Dec 2021

Reporting to: Program Manager

Role summary: Lead implementation of the 'Collaboration Grants' track of the program under the direction of the Program Manager

- Providing overall coordination and monitoring to the 8 collaboration projects (Cohort of 4 per year)
- Supporting the design of the track design and sourcing methodology including designing a menu of support options for collaborations
- Working with the collaborators to define their support needs from the menu of options, and deliver targeted support to each collaboration
- Collaborating and coordinating with the Strategic Comms and Amplification specialist to ensure timely, well informed strategic communications support to each set of collaborations
- Designing and delivering the learning agenda for the track, in collaboration with the Project Manager
- Coordinating with the grants administrator to ensure smooth grant management

Person profile:

- 7+ years relevant professional experience (approximate)
- Program management experience with single track projects / strategy consulting experience leading own workstream
- Experience collaborating with or managing senior stakeholder relationships, including in an advisory capacity
- Experience providing coaching, incubation or to start ups / social impact initiatives
- Excellent writing skills