

## Job announcement



## Philanthropy Advisor

<b>Location:</b>	New York, NY or remotely from London, UK or Geneva, Switzerland
<b>Reports to:</b>	Senior Director New Business
<b>Contract type:</b>	Full time employment contract
<b>Department:</b>	International Philanthropy & Partnerships (IPP) within the External Relations (ER) department
<b>Salary:</b>	Competitive salary with interesting benefit package – please ask the recruiter in charge, as salary is dependent on location.

### Background/IRC Summary:

The [International Rescue Committee \(IRC\)](#) responds to the world's worst humanitarian crises and helps people to survive and rebuild their lives. At work today in over 40 countries and 28 U.S. cities, we restore safety, dignity and hope to millions who are uprooted and struggling to endure. The IRC leads the way from harm to home.

The External Relations (ER) department is comprised of four complementary functions: Private fundraising, Mobilization & Marketing, Policy & Advocacy and Operations & Analytics. To enable IRC to deliver our Strategy100 commitments, the ER department has established a bold new approach that will improve our ability to raise diverse and flexible funding, while raising our profile and influence. The ER team is international, with colleagues in more than 10 offices globally.

The International Philanthropy & Partnerships (IPP) team falls under ER and is comprised of global colleagues, delivering account management, philanthropy, board liaison, corporate as well as trust and foundation partnerships to support IRC's national fundraising strategies.



## **Position Summary**

The Philanthropy Advisor will establish relationships of mutual value in the private wealth management space i.e., with Donor Advised Funds (DAFs), private client advisors, private banking, family offices, professional philanthropy advisors, as well as ultra HNWIs, and will be responsible for generating >\$3 million in unrestricted funds from those relationships.

The ideal candidate comes from the banking industry or has worked very closely as a philanthropy or DAF advisor or manager of family offices. We want you to partner with financial advisors as they guide their clients on their donor journey, and at the same time acting as a DAF subject matter expert internally. The Philanthropy Advisor will report to the Senior Director New Business

## **Major Responsibilities**

- Build healthy rapport and form relationships with professional advisors in the private wealth management space.
- Use those relationships to form strategic alliances and generate revenue (approximately \$3 million in unrestricted funds) from DAFs for IRC.
- Establish and lead the overarching structure and strategy for DAFs for IRC.
- Become go-to person for all things DAF-related internally and use external networks to also generate opportunities for other teams within IRC.
- Use networks to influence on behalf of IRC.

## **Position Requirements**

### **Education:**

- Bachelor's degree or higher, ideally in Economics, or Finance.

### **Work Experience:**

- A minimum of 10 years of experience working in financial services (FS) or working with FS entities, banking industry, private wealth departments, and Ultra HNWIs.
- Has existing relationships with philanthropy advisors in the DAF world, especially in New York.
- Extremely adept at building and managing relationships within the FS community.
- Ability to relate to and work with colleagues across all organization levels.
- Excellent verbal, written, and interpersonal communication skills, including comfort in working directly with Financial Advisors and senior management.
- Team player with strong project management and organizational skills.
- Proactive approach to work.
- Proficient in Microsoft Office Suite as well as database and client management system skills.
- Passionate about IRC's mission.

### **Demonstrated Skills and Competencies:**

- Has experience in multiple high value markets.
- Experience of high value fundraising.
- Knowledgeable about venture philanthropy.
- Multiple languages are a plus.

### **How to apply**

To apply for the post, please send a letter of application stating the skills and approach that you would bring to this specific post along with your resume/CV by email to Karem Armstrong at [karem@darylupsall.com](mailto:karem@darylupsall.com).

Please ensure that documents are sent with the titles **“your name cover letter”** and **“your name CV”** and state **“IRC- Philanthropy Advisor”** in the email subject line. Please do let us know, in your covering email, where you found out about the post.

**This position will be evaluated in a rolling process, please apply as soon as you can.**

**Final deadline for applications: Sunday 25<sup>th</sup> July 2021**

IRC is an Equal Opportunity Employer. IRC considers all applicants on the basis of merit without regard to race, sex, color, national origin, religion, sexual orientation, age, marital status, veteran status, disability or any other characteristic protected by applicable law.

**Standards of Professional Conduct:** The IRC and IRC workers adhere to the values and principles outlined in IRC Way - Standards for Professional Conduct. These are Integrity, Service, Equality and Accountability. In accordance with these values, the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity, and Anti-Retaliation.

*Daryl Upsall International actively promotes equality, diversity and inclusion. In recruiting candidates, we seek candidates with the proven skills required, irrespective of race, gender, religion or belief, age, disability or sexual orientation.*