

Position: Managing Associate, Advisory Services

Location: New York, USA

About AccountAbility:

We are a global consulting and standards firm that works with business, governments and multi-lateral organizations to advance responsible business practices and improve their long-term performance. We measure success in terms of our impact on the performance of our clients, our people, and our firm.

Please visit our website www.accountability.org to learn more about us and our work.

About this position:

A Managing Associate at AccountAbility leads sustainability consulting engagements, serving as a trusted advisor and supporting the delivery of outstanding, high-impact work to our clients. Typical engagements include sustainability strategy and governance design and implementation, stakeholder engagement and materiality assessment, sustainability reporting, rankings analysis, and impact assessment.

The Managing Associate reports to a Manager and leads through excellent project management skills to both effectively manage client engagements and a team. The successful candidate is expected to build and maintain strong client relationships at various levels, work on a global team of highly experienced sustainability consultants, contribute to AccountAbility's thought leadership, and develop AccountAbility's Associate and Senior Associate level staff.

Responsibilities for this position include, but are not limited to:

Clients

- Develop business with new and existing clients to meet sales goals
- Work collaboratively with the management team to convert business development leads into sales
- Support business related efforts in research, proposals, and presentations for new and existing clients
- Show initiative in addressing client concerns and demonstrate critical thinking in developing practical recommendations

People

- Lead and manage project teams and business development initiatives
- Provide guidance and coaching to Associates and Senior Associates
- Seek professional and personal development, and support the development of others
- Ensure the transfer of learning and knowledge across our core lines of business

Firm and Operations

- Collaborate in executing AccountAbility's global and regional strategy
- Manage day-to-day work priorities to balance workstreams for multiple clients to deliver projects on time, within budget, and in consideration of resources available
- Bring innovative thinking when preparing high-quality and visually compelling client deliverables based on high-level guidance and firm protocols
- Maintain up-to-date knowledge of relevant sustainability topics, policies, standards, regulations, and general trends for key industries, including, but not limited to: energy and utilities, financial services, real estate, technology and ICT, and consumer goods
- Support various internal initiatives, such as developing content and materials for panel sessions and events
- Scope and deliver medium to large future projects, within required timelines, budget, and resources, and with required expertise

Qualifications

The successful candidate for this position will be a dynamic, experienced, and engaged individual with strong business acumen who enjoys the challenge of working within a growing team. Candidates are expected to be client-focused and should have a proven track record in building client relationships and leading teams and work streams. Experience developing sustainability thought leadership is also desirable.

The following qualifications are required for consideration:

- Masters Degree, including an MA, MS, MBA, or MPA required with a demonstrated record of academic excellence. BA/BS degree in Sustainability, Environmental Science, Economics, or Business Management preferred. Candidates with commensurate experience will also be considered
 - 5+ years of experience in management or sustainability consulting with a focus on corporate, NGO, or not-for-profit clients
 - Knowledgeable in relevant sustainability standards, frameworks and rankings (e.g. GRI, TCFD, UN SDGs, MSCI, DJSI, Sustainalytics, etc.)
 - Excellent written skills, including client communications and presentations
 - Excellent verbal communication skills for representing the firm through public speaking engagements, meeting facilitation, and colleague engagement
 - Proficiency in Microsoft Office: Excel, PowerPoint, Word, and a leading project management software
 - Ability to travel for client engagements, business development, and industry forums up to 50% of the time
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Successful candidates will:

- Think critically, grasp new concepts quickly, and distill information into practical insights
- Be responsive to clients with time-sensitive and high frequency demands
- Embrace new ideas, perspectives, points of view and ways of working
- Possess strong analytical skills and the ability to work with quantitative data and information
- Demonstrate experience with data collection, management and analysis
- Have a keen understanding of relevant Sustainability/ESG issues, and related trends in business and management practices
- Show self-initiative and the ability to work independently
- Have experience working on complex and high-budget projects and tracking progress against targets
- Communicate project statuses effectively and in a timely fashion, especially for projects under tight deadlines
- Demonstrate an ability to build cross-functional relationships for collaborative efforts with clients, partner organizations and colleagues

How do I apply?

To apply for this position please send the following documentation to people@accountability.org with the email subject line **MANAGING ASSOCIATE ADVISORY NY:**

- Resume or CV
- Cover Letter
- Writing Sample

AccountAbility is an Equal Employment Opportunity Employer, committed to a diverse and inclusive work environment.
