



## **Lead, Research & Insights**

*Developing insights to strengthen philanthropy and its collective impact in Asia*

**Asia Philanthropy Circle (APC)** is a network of philanthropists who collectively chart a fair, prosperous, and sustainable future for Asia. Our members, across 13 markets, champion social innovation for public good, and pioneer collaborative approaches to address systemic challenges. We are a registered charity headquartered in Singapore.

Founded by Asian philanthropists, APC furthers the aspiration for collective impact through peer exchanges, ground-up collaborations, ecosystem thought leadership and systems change initiatives.

We are looking for a leader to spearhead research, systems-level partnerships, and strategic communications at APC. S/he will be a key architect that drives impactful connections between philanthropists and high-impact stakeholders in social impact in Asia. The candidate should have a strong background in research and strategic planning and demonstrated ability to curate and develop insights and translate them into actionable outputs (e.g., thought pieces, engagement opportunities, partnerships) to influence key audiences. Experience in social impact as well as management consulting or strategic planning is highly desirable.

Key Responsibilities:

### 1. Conduct and advise research efforts geared toward action

- **Scope, design, and conduct research** on emerging issues in philanthropy, social impact, and public policy, including advising team members on active projects. This could involve examining innovative approaches (e.g., blended finance, movement building), salient themes (e.g., education, health, climate change) and/or developing insights on new markets.
- **Deliver recommendations.** Use a mix of qualitative and quantitative methods, to deliver clear, effective evidence-based recommendations for action. The goal is to cut through complexity to propose collaborations and/or solutions to help address social issues.
- **Manage stakeholders toward action based on insights.** Manage multi-stakeholder projects / teams toward common outcomes. This may include building coalitions and partnerships to collectively navigate complex political landscapes and accelerate action.

### 2. Chart philanthropy ecosystem building portfolio

- **Develop and publish resources for philanthropists**, leveraging insights generated from research and member activities (e.g., A Philanthropist's Guide). Manage learnings and continually seek to integrate ecosystem building efforts across APC's range of activities
- **Develop and publish thought leadership** that increases awareness of the contributions of philanthropy to society (e.g. Future of Asian Philanthropy). Identify opportunities to engage key target audiences using thought leadership materials
- **Develop the next big initiative in philanthropy support infrastructure** (e.g. Asia Community Foundation)
- **Lead ecosystem building events**, in partnership with APC Communications Manager

## 2. Build community amongst members and stakeholders

- **Engage with APC members** to understand their interests, and based on project insights or member experiences, develop tools, resources and events for learning and action
- **Build strong relationships** between APC, members and ecosystem stakeholders (e.g. academia, civil society organizations, government, intermediaries etc.)
- **Incorporate new knowledge and practices throughout APC's activities** where appropriate to institutionalise knowledge management and learnings

## 3. Contribute to a positive team culture

- **Directs work.** Thoughtfully leads self, and where appropriate, provides direction, delegates responsibility and removes obstacles to get work done
- **Develops talent.** Proactively manage their own professional development together with the direct supervisor, and formally supervise and/or informally mentor others. Review staff performance, ensure an adequate level of staff engagement and staff development, including a sense of alignment with the organisation, to enable future leadership within APC
- **Nurtures innovation.** Builds a culture of openness to feedback, learning and innovation that reflects APC's values in addition to encouraging good performance and delivery

This will be a full-time role and the candidate should preferably be currently based in Singapore. The successful candidate will be an integral part of the team, be involved in multiple aspects of APC's work. This is an opportunity to shape the way that Asian philanthropy and the social impact space will grow in the next decade.

## **Qualifications**

- 3-10 years of relevant work experience preferably in a strategic or project management role within a demanding analytical environment (e.g. management consulting, internal strategy department), preferably within the social impact sector
- Past experience conducting and overseeing rapid research projects, including having familiarity with a variety of research methodologies (quantitative and qualitative)
- Adept with a variety of writing and communication styles to frame ideas and concepts effectively for different target audiences
- Desirable: Past experience in communications and advocacy in Asia, with competencies in stakeholder engagement, advocacy strategy, public communications, media relations etc.
- Desirable: demonstrated interest and/or experience in nonprofits, philanthropy, and/or public policy, ideally with grantmaking organisations

## **About you**

- **Strategic, systems thinker** with a passion for solving complex societal issues and keen to apply skillset toward social impact / philanthropy
- **Analytical rigor and problem-solving skills**, able to analyze problems, structure approach, synthesize complex information and develop actionable recommendations.
- **Drives to action.** Grasps ideas on-the-go and able to quickly translate concept to output.

- **Strong interpersonal and verbal communication skills** with the confidence to communicate regularly with very senior leaders
- **Hunger and humility to learn** given the diverse skillsets needed in an evolving field
- Entrepreneurial mindset, adaptable, proactive, and operates with a sense of urgency
- Enjoys working with a culturally diverse team in a mix of remote and hybrid arrangements

### **Apply**

Interested candidates should write in with your CV and areas of interest to [hr@asiaphilanthropycircle.org](mailto:hr@asiaphilanthropycircle.org)