



## Head, Innovation and Insights

*Developing insights that inform the network's work and turning ideas into activities that strengthen collective impact in Asia*

**Asia Philanthropy Circle (APC)** is a community of philanthropists who are collaborating to 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. Through our collective impact, APC aims to accelerate public good for a better Asia. We are a registered charity headquartered in Singapore.

Founded by Asian philanthropists, APC furthers the aspiration for collective impact through peer exchanges, collaborative initiatives and thought leadership that builds the social impact ecosystem.

We are looking for a leader to spearhead new opportunities in collaborative philanthropy, based on targeted research and stakeholder mobilisation, to drive breakthroughs on important societal issues. The successful candidate will have experience in strategic planning, and demonstrated ability to translate insights into influence on social impact organisations, government, media, private sector etc. Experience in social impact as well as management consulting, strategic planning, communications and/or finance is highly desirable.

### Key Responsibilities:

#### 1. Lead engagement with members and stakeholders

- **Engage with APC members** to understand their interests, and develop events and opportunity for engagement that spurs learning and collaborative action
- **Relationship with members.** Develop strong, warm, and trusting relationships with members and prospects that provides a foundation for collaborations, bold social innovation and broad impact through philanthropy
- **Build strong relationships** between the APC network and ecosystem stakeholders (e.g. academia, civil society organizations, government, intermediaries etc.)
- **Support members** on specific requests

#### 2. Guide research & development efforts geared toward action

- **Lead team in scoping and conducting research** on emerging issues in philanthropy, social impact, and public policy. This could involve examining innovative approaches (e.g., blended finance, movements), salient themes (e.g., education, climate change), developing insights on new markets and member segments. Directs work that uses a mix of qualitative and quantitative methods, to deliver clear evidence-based recommendations for collaborative philanthropy and APC's role on important social issues.
- **Develop ground-up projects informed by research:** Scope, conceptualize and implement projects that advance APC's desired impact, mobilising critical members and partner support for the work.
- **Manage stakeholders toward action based on insights.** Manage multi-stakeholder teams toward common outcomes to unlock systems change. Work closely with Deputy CEO to build partnerships, navigate complex political landscape and accelerate action.
- **Support thematic portfolios.** Work closely with thematic portfolio leads to support the development of thematic strategies and specific projects under each theme.

### 3. Generate knowledge from APC activities and community to build the philanthropy ecosystem

- **Oversee and co-create content / thought pieces** working closely with team members, for publication in-house or in industry publications, news media, social media etc. Develop:
- **Resources for philanthropists**, leveraging insights from research and member activities (e.g., A Philanthropist's Guide).
- **Thought leadership** that raises awareness of philanthropy's contributions to society (e.g. Future of Asian Philanthropy).
- **Develop philanthropy's presence.** Work with team to secure opportunities for APC and members to present as thought leaders on philanthropy, social impact, and salient issues. Identify opportunities to engage key target audiences with knowledge products.
- **Develop philanthropy support initiative** (e.g. Asia Community Foundation)
- **Oversee impact measurement and learning:** Oversee collection and analysis of data on outcomes of APC's programming. Incorporate knowledge and practices throughout APC's activities where appropriate to institutionalise learnings

### 4. Team Leadership and Building a Positive Team Culture

- **Alignment:** Align research and initiatives with organisational vision, mission and strategy
- **Provide leadership and rally the team.** Provide team members a strong day-to-day leadership presence, bridging programming and operations and supporting a collaborative, productive team culture.
- **Directs work.** Thoughtfully leads self, and where appropriate, provides direction, delegates responsibility and removes obstacles to get work done
- **Develop 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 development, including a sense of alignment with the organisation's goals and culture
- **Nurture innovation.** Builds a culture of openness to feedback, learning and innovation that reflects APC's values in addition to encouraging good performance and delivery. Seek out opportunities to identify and implement initiatives to increase the team's effectiveness
- **Represent APC** and serve as a key liaison including to the social sector (e.g., NGOs, social enterprises, public and private funders), government, private organisations, academia, think tanks, media and others affecting APC's visibility and thought leadership.

This will be a full-time role and the candidate should preferably be currently based in Singapore. The successful candidate will report to the Deputy CEO and, as 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**

- 5-15 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) working with senior audiences, preferably within the social impact sector
- Past experience conducting and overseeing rapid research projects for action, 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: Leadership experience and track record of managing teams

- Desirable: demonstrated interest and/or experience in nonprofits, philanthropy, and/or public policy, ideally with grantmaking organisations
- Desirable: Past experience in communications and advocacy in Asia, with competencies in stakeholder engagement, advocacy strategy, public communications, media relations etc.

## About you

- **Strategic, systems thinker** with a passion for solving complex societal issues and keen to apply analytical skillset toward social impact / philanthropy
- **Analytical rigor and problem-solving skills**, able to analyze problems, structure approach, synthesize complex information and develop actionable recommendations.
- **Track record of building strong partnerships**, including cross-sectoral partnerships. Experienced in establishing an organizational presence at external events and conferences
- **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.
- **Demonstrated leadership abilities**, with the capacity to lead and influence teams and contribute to a positive team environment to achieve ambitious goals
- **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)