



Position: Consultant Relations Director

Location: Major Metropolitan Area

Firm: 60-person firm managing \$7 billion for ~ 600 US non-profits

Compensation: Competitive compensation, incentive and benefits package

Culture: mission-driven, cross-disciplinary, intellectually rigorous approach

Reports to: Head of Strategic Partnerships

Organizational Overview

The Investment Fund for Foundations was founded in 1991 by a foundation collaborative headed by the John D. and Catherine T. MacArthur Foundation and the Rockefeller Foundation. Their aim was to improve the endowment returns of charitable organizations that could not afford a chief investment officer or internal investment staff. Today, the organization is known simply as TIFF. Since its inception, TIFF has served the non-profit community exclusively. TIFF Advisory Services (TAS), created in 1993, is the regulated advisory firm that administers investment vehicles bearing the TIFF name. See www.tiff.org for more about our mission, credo, and investment philosophy.

TIFF's Investment Capabilities

TIFF has strategic investment capabilities in managing portfolios exclusively for nonprofit institutions in an OCIO capacity. TIFF is structured to provide non-profits with investment expertise that is intended to match that of institutions who have in-house investment teams. Our investment capabilities are aligned with the investment requirements and goals of our members: investing in a way that matches their mission while providing investment returns and income when needed. Every engagement starts with a simple goal – to understand and to serve the needs of our clients, or in TIFF lexicon, our “members”.

Position

TIFF's Consultant Relations Director will drive our strategy working with search consultants as a player/coach and building strong relationships by understanding our member's and consultant needs.

- Acquire a deep understanding of TIFF's investment capabilities and investment philosophy and articulate this to members and prospects
- Lead new business development efforts by prospecting and building strategic relationships in the endowed non-profit space via search consultants
- With the Head of Strategic Partnerships, develop a business plan and execute the strategy to identify, advance, and assist with closing new business opportunities
- Actively participate in the RFP process (e.g., proposal creation, finals prep) as new business opportunities come in via search consultants or other sources
- Coordinate internally with Outreach & Member Services, Marketing, and Investment teams to fully develop opportunities
- Provide constructive feedback on strategies, market/industry trends and best practices to Management, Outreach, and Investment Management teams to enhance the overall offering
- Lead complex investment discussions and prospect meetings with a sophisticated audience
- Writing for website, blog, etc.
- Participate as moderator and/or featured speaker at webinars, conferences and other industry events



Requirements

- 7+ years of investment sales experience at an institutional asset manager; experience working with search consultants, non-profits and OCIOs preferred
- Strong academic background; MBA preferred
- Demonstrated success in high level sales production
- Excellent interpersonal and communication skills, particularly with conveying technical investment approaches and key selling points in a clear and compelling manner

Critical attributes & competencies

- Be a reliable, resourceful self-starter and an amicable, helpful contributor to the team as both a member and a leader
- Willingness to conceive and present creative ideas, contribute meaningfully to group discussions, challenge others and be open to being challenged
- Possess a passion for TIFF's Mission and a desire to foster TIFF's Credo
- Strong attention to detail with a curious, analytical mindset
- Operate under a philosophy of continuous improvement
- Able to commit to a high amount of travel post-COVID (50%+)