



ASSOCIATE CONSULTANT, COMMUNICATIONS

ABOUT CAMPBELL & COMPANY

[Campbell & Company](#) is a national consulting firm that serves nonprofit organizations and institutions in all sectors, including education, environment, healthcare, human services, arts and culture, associations and membership organizations, and civic and public affairs. The firm is based in Chicago and Seattle with regional staff in Los Angeles, San Francisco Bay Area, and Washington, DC. Our team-based approach enhances our work and is built into our company's structure as a 100 percent employee-owned firm.

This is an exciting time for our firm as we emerge from the pandemic and evolve to meet the nonprofit sector's changing needs. We are finalizing a new strategic plan to guide our firm's ongoing growth and priorities.

We work with organizations at critical points in their growth and development, when our expertise and partnership can have a powerful impact. We have four primary service lines: [fundraising](#), [communications](#), [executive search](#), and [strategic information services](#). Our culture of innovation fueled the development of Campbell & Company's first software as a service product, [Beam Insights](#), which aims to address advances in technology to support fundraising. We strive to work in multi-service teams to provide the right balance of expertise, experience, and seniority for each client.

As a firm, we are fully committed to [Diversity, Equity, Inclusion, and Access](#) (DEIA). We've created a framework to strengthen the diversity of our firm, address the ways in which we can be more fully inclusive of people from all backgrounds, and work to build equity in our profession and the nonprofit sector. This framework focuses on our internal talent management, ensuring an inclusive culture, continuous learning, and transparent communication. We are not experts but are getting better every day.

Through our consulting partnerships, we have seen firsthand how nonprofit organizations can activate movements and work for justice as they passionately pursue their missions. We also understand that power dynamics between funders, nonprofits, and the communities they serve contribute to many of the same problems we aim to solve, and that we have a responsibility to advance equity within the philanthropic sector. Our goal is to help all our clients as they pursue work in line with DEIA, and conduct our work through an equity lens with an openness to change and growth. One example of this work is our [Equity Partners Program](#) in which we are engaged with four BIPOC-led nonprofits committed to racial equity work.

OUR VALUES

- Inclusion
- Partnership
- Candor
- Rigor
- Integrity
- Creativity

OUR STAFF

- 43 Chicago & Midwest
- 14 Seattle & Northwest
- 6 East Region
- 2 West Region

OUR MISSION

To collaborate and innovate with people who change lives through philanthropic vision and action.

VISIT



THE POSITION

Our Communications team works with clients to craft compelling messaging, produce communications in a range of formats, coach and train nonprofit leaders in their communications roles, and develop communications strategy. Most of our work centers around fundraising, with a focus on creating the communications that drive large fundraising campaigns. We also provide business writing support to the firm's fundraising consulting practice, including developing reports that deliver our fundraising strategy recommendations to clients.

The Associate Consultant position in our Communications practice is an entry-level or early-career role that focuses on writing—both business/analytical and expressive/creative—while learning our services and gaining knowledge of nonprofit communications and fundraising. It also includes meaningful client-facing consultation and facilitation roles with the support and direction of other team members.

RESPONSIBILITIES

Primary duties will include:

- Work with colleagues and clients to develop messaging and branding for fundraising campaigns and other significant organizational communications
- Work with colleagues to produce significant reports that deliver our recommended fundraising and communications strategy
- Facilitate meetings and presentations with client leadership, staff and board members with the goal of building consensus, sharing messaging and work, and generating meaningful and inclusive discussion
- Produce copy and content for client communications in a variety of formats, including brochures, digital presentations, web, and video
- Provide day-to-day project management for client engagements including interfacing with client staff, Campbell & Company colleagues, and design/creative partners; managing timelines and review processes; and running meetings
- Proofreading, copyediting, and overall quality control on client and internal deliverables

With experience, learning, and a track record of success, Associate Consultants advance to higher title levels within the Communications practice in which they take on greater leadership for increasingly significant projects and begin providing team leadership and direction for others.

BETTER TOGETHER: OUR DIFFERENCES MAKE US STRONGER

At Campbell & Company, people are at the heart of our firm and our mission. When we tap into the expertise, insights, and creativity of people from all walks of life, we become a better firm, we deliver superior services, and we change lives. We believe our team should reflect the rich diversity that contributes to our communities and our society. We advance this belief through our employment practices and strive to create a culture of trust and belonging where everyone feels accepted, respected, and valued for who they are as individuals.

QUALIFICATIONS

We are looking for amazing people who have diverse backgrounds and experiences, are inspired by our mission, and are highly motivated to change lives through meaningful work. The Associate Consultant position is a multi-faceted role requiring several primary skills:

- Exceptional persuasive and expressive writing skills with the ability to listen and adapt to each unique client brand, voice, and tone
- A commitment to diversity, equity, inclusion, and access and their application in nonprofit communications
- Strong technical/business writing and quantitative and qualitative analytical skills
- Comfort and skill facilitating meetings and presenting work virtually and in-person
- A team-based, collaborative work style with an open-minded attitude toward feedback
- The ability to work independently to manage deadlines and manage multiple projects simultaneously
- Creativity, flexibility, and the ability to solve problems
- Project management skills and attention to detail

Professional experience in the nonprofit sector is not required, although a passion for the nonprofit sector is. No specific academic credential is required.

Due to COVID-19, we are working remotely at this time. Preference will be given to candidates located near one of our regions: Midwest, Pacific Northwest, and East.



COMPENSATION

The salary range for this position is \$54,000 - \$60,000 and is bonus eligible. Campbell & Company also offers a generous and comprehensive benefits package.

APPLICATION

Please send a cover letter and, resume, and 1-2 samples of your writing to:
communicationsAC@campbellcompany.com.

Writing samples should be any form of writing you are proud of, in any medium, though we recommend sharing at least one from an academic or professional setting.

Applicants must be authorized to work for any employer in the US. We are unable to sponsor or take over sponsorship of an employment visa at this time.

Campbell & Company provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. We are proud to partner with nonprofits to advance justice, opportunity, and equity throughout our society and we bring this same commitment to our practices and culture as a company. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

