



Communications & Thought Leadership Director

About the Council for Inclusive Capitalism:

The Council for Inclusive Capitalism is a global nonprofit organization established to harness the potential of the private sector to create a more inclusive, sustainable, and trusted capitalism. The Council is guided by faith-based and ethical leaders, and it is led by a core group of global CEOs and public leaders who take concrete actions to enable a more inclusive capitalism and who convene annually to advance the Council's mission. Further information can be found at www.inclusivecapitalism.com

The Position

The Communications & Thought Leadership Director will fulfill a crucial role within the Council for Inclusive Capitalism non-profit organization, in liaison with its stakeholder network of business leaders and public figures, as part of the inclusive capitalism ecosystem, which connects responsible business, sustainable finance and public policy issues to create a more inclusive, sustainable and trusted capitalism.

The Communications & Thought Leadership Director will work on high-profile issues in global fora with the Council CEO and Inclusive Capitalism leaders to develop solutions to some of the most significant societal challenges of our time through private sector action and business leadership. The role will focus on such historic themes of the Council for Inclusive Capitalism as workforce development, just transition and long-term value creation, in connection with new ideas or emerging opportunities in policymaking, technology and public-private partnership, based on the direction of the Council for Inclusive Capitalism CEO and evolving business media landscape.

Key responsibilities will include qualitative research, policy analysis and issue briefings; media writing, content development and executive communications; as well as managing a two-person Communications team focused on digital and social media.

Output of this work will include earned media and visibility of the Council CEO or Inclusive Capitalism leaders through op-eds, guest articles or speechwriting; research analysis through issue briefings, white papers or project proposals; and participation in external events or speaking engagements.

To be successful in this role, the candidate will need to have exceptional writing, research and presentation skills, alongside an entrepreneurial, solutions-oriented mindset, with a dynamic, collaborative work ethic as part of a small team.

The Communications & Thought Leadership Director will report to the Council for Inclusive Capitalism Executive Director & COO, working in support of the CEO and with oversight of a small Communications team.

The Communications & Thought Leadership Director will work ET hours and will work remotely.

Key Responsibilities:

- *Research:* Diligently source, survey and summarize relevant material through qualitative research related to sustainable finance, responsible investing and public policy for the creation and enhancement of the Inclusive Capitalism movement.
- *Briefings:* Research and write memos, reports or briefings related to the work of Inclusive Capitalism for high-level meetings, speaking engagements media opportunities.
- *Writing:* Serve as writer to CEO and Steering Committee for owned or earned media, including op-eds or articles; speeches or presentations; proposals and letters; and in support of longer-term development plans, including a book, white paper or longer-form projects.
- *Strategic Communications:* Work to translate germane yet complex issues into engaging, public narratives which elevate the Council's and CEO's profile, including conveying the business case for inclusive capitalism and facilitating the successful adoption of inclusive business practices, sustainable investment criteria, and public-private partnership, through public dissemination of Steering Committee members inclusive capitalism actions, as well as promotion of the CEO's and Council's ideas and priorities.
- *Management:* Manage the organization's Communications team (currently one staff member) in their workplans to increase social media engagement and create digital content (i.e. website, newsletters) along the editorial calendar.
- *Media relations and pitching:* Co-develop calendar of external events and editorial opportunities, for purposes of vetting and pitching new speaking engagements or media placements, while working closely with the CEO and team to appropriately amplify the thought leadership of such activities
- *Collaboration:* Work with the Council for Inclusive Capitalism team to inform the organization's programmatic offerings, project proposals or marketing materials through research and understanding of the policy landscape.
- *Additional:* Demonstrate flexibility to learn new subject areas and manage ad hoc tasks with discretion.

Skills & Qualifications:

- Graduate degree with preferred focus on business, policy or public administration, with competency in the field of stakeholder capitalism, such as sustainable finance, responsible business or ESG.

- 5–7-years work experience with an organization, company or institution in research or policy analysis and strategic communications or media campaigns, preferably with respect to such stakeholder capitalism topics as responsible business, sustainable finance or ESG practices.
- Superior writing and communication skills, with an ability to blend expertise and eloquence conveying complex issues to an informed audience, with history of published opinion pieces, articles or papers, as either primary author or ghost-writer.
- Demonstrated commitment to the mission and work of the Council for Inclusive Capitalism and intellectual curiosity to learn and be professionally invigorated by new concepts.
- Knowledge of the media industry, including preferred experience with business media or public relations
- Experience working for a variety of stakeholders, particularly executives or public figures, with requisite discretion and without pride of authorship.
- Superior attention to detail
- Strong multi-tasking and organizational skills

The expected annual salary range for this position is 125,000 to 135,000 USD.

If interested, please send your resume along with a cover letter and one published writing sample to careers@inclusivecapitalism.com with “Thought Leadership” in the subject line.

The Council for Inclusive Capitalism is an equal opportunity employer and prohibits discrimination of any type on the basis of 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.