



**POSITION:**

Portfolio Associate, Jewish Life and Israel

**ORGANIZATION:**

One8 Foundation

**ABOUT THE ORGANIZATION:**

Founded in 2006, One8 aims to accelerate and bolster the success of nonprofit organizations in its priority grantmaking areas – Education and Jewish Community/Israel. The organizations that One8 believes are most promising have game-changing ideas, excellent leaders, high-fidelity implementation, measurable impact, and sustainable approaches. One8 also funds direct community support to assist children and families in need and help them improve their own lives. The Foundation’s trustees have high risk tolerance and are committed to impact.

The Foundation is committed to providing consequential support to nonprofits that demonstrate the greatest potential for large-scale, lasting change. The principles that guide its work include:

- Going deep through rigorous due diligence
- Developing the capacity of grantee leaders
- Piloting exemplars to demonstrate what is possible
- Scaling impactful programs with proven results
- Supporting and sharing research that enables insight and continuous improvement

**ABOUT THE JEWISH LIFE AND ISRAEL PORTFOLIO:**

At One8 we believe Jewish life offers meaning and purpose. We seek to help more Jews in the US experience the joy of Jewish community by supporting efforts to make Judaism accessible and relevant. We seek a thriving and democratic Jewish state of Israel by increasing understanding among Americans and by strengthening a diverse Israeli society.

We support user-centric organizations that serve needs of young couples and families creating innovative Jewish experiences in local communities that are flexible, joyful, meaningful, and non-prescriptive. We work with organizations to dispel the growing antisemitic beliefs and attitudes building in the US. We help Americans better understand the complexity and nuance of Israel while also working to strengthen Israeli society through employment and leadership development among diverse communities of Israelis.

**ABOUT THE PORTFOLIO ASSOCIATE POSITION:**

The Portfolio Associate, Jewish Life and Israel is responsible for helping to identify potential grant opportunities through robust due diligence of investment areas and organizations, providing consulting or strategic planning support for grantees, and conducting research on areas of interest to build the foundations’ internal knowledge. The Portfolio Associate reports to the Senior Portfolio Manager, Jewish Life and Israel, and will split time working across multiple portfolios and projects. The Associate will have broad exposure to the Jewish Life and Israel portfolio and become an active member in the collaborative team culture that includes weekly meetings, continual brainstorming and knowledge sharing.

**Responsibilities Include:**

- Conduct research and due diligence on potential investment areas and organizations.
- Perform all necessary analyses, which may include benchmarking, financial modeling, competitive assessment, and analysis of organizational outcomes.
- Assess quality and sustainability of organizational leadership, strategic plans, and business models.



- Develop and maintain a deep understanding of the One8 Foundation's areas of concentration; scour sources to get smart on organizations and issue areas, including existing research, current trends and emerging issues.
- Assist in development and refinement of strategic, business and/or implementation plans in partnership with leaders from grantee organizations and/or potential grantees.
- Support strategic planning sessions, which focus on issues such as theory of change, model codification, strategic priorities, articulation of outcomes, etc.
- Provide strategic and "block & tackle" support to grantees in the execution of strategic plans, offering analysis and advice on program implementation, outcomes, finances, human capital and other areas.
- Foster strong working relationships and effective channels of communication with leaders from both grantee organizations and potential grantees.
- Prepare communications and reports for the One8 Foundation's trustees.

### **PROFESSIONAL QUALIFICATIONS:**

The hurdle to become a One8 Foundation grantee is high, and the Portfolio Associate must embody the foundation's high standard for excellence, rigor, passion, and commitment, while working alongside grantees providing support to ensure their success. Qualified candidates will possess:

- A strong commitment strengthening and protecting Jewish life in the US and supporting a thriving and democratic Jewish state of Israel.
- 2-4 years of work experience, preferably in an Analyst or Associate role at a consulting firm.
- Demonstrated ability to conduct research, analyze and interpret programmatic, management and financial information, and sift through information to unearth relevant implications and opportunities.
- Strong and creative problem-solving capabilities.
- A strong commitment to act, break down barriers and be part of the solution.
- Strong interpersonal skills; demonstrated ability to collaborate with diverse people and organizations.
- A love of learning and achievement and the desire and skills to help others succeed.
- Self-motivation, ability to work independently, take initiative and solve problems.
- Excellent written and verbal communication skills and attention to detail; ability to produce high impact work product in Microsoft Word, Excel, and PowerPoint.

**LOCATION:** Boston, MA

### **APPLICATION PROCESS**

One8 Foundation is an equal Opportunity Employer and encourages candidates of all backgrounds to apply for this position. The target salary range for this position is \$85,000-\$100,000, commensurate with experience. In addition, the One8 Foundation offers a comprehensive benefits package. Interested candidates should send a resume and letter of interest to [careers2@one8.org](mailto:careers2@one8.org).