



**Job Title:** Manager, U.S. Partnerships

**Reporting:** Director, United States

**Based in:** The candidate can be based anywhere in the U.S., with a preference to work a hybrid (2 days in-person) schedule from Tent's New York City office

**Salary:** The NYC-based salary range for this full-time position is \$80,000-\$100,000. Our salary ranges are determined by location, work experience, and the role.

**About the Tent Partnership for Refugees:**

With more and more refugees displaced for longer periods of time, businesses have a critical role to play in helping refugees integrate economically in their new host communities. The Tent Partnership for Refugees mobilizes the global business community to improve the lives and livelihoods of more than 36 million refugees who have been forcibly displaced from their home countries. Founded by Chobani's founder and CEO Hamdi Ulukaya in 2016, we are a network of over 300 major companies committed to including refugees. Tent believes that companies can most sustainably support refugees by leveraging their core business operations and hiring, training, and mentoring refugees. The full list of Tent members can be found [here](#). Find out more at [www.tent.org](http://www.tent.org).

**About the role:**

Tent continues to expand its activities in the U.S. to mobilize companies to integrate refugees, and is looking for a goal-oriented person who is motivated, hard-working and professional to join the growing team. The Manager for U.S. Partnerships will primarily be responsible for recruiting new companies to join Tent and working with member companies on their refugee projects -- especially to hire, train and mentor refugees -- across the country. This will include pitching companies about the business case for hiring refugees, understanding the hiring needs of dozens of companies, connecting these companies with NGOs across the country to help them implement programs in support of refugees, and playing a hands-on role during project implementation. In addition to hiring, the Manager will also help Tent launch a new initiative in the United States to mobilize companies' women employee resource groups to mentor refugee women. The Manager for U.S. Partnerships will also support the Partnerships team with other organizational tasks.

The Partnerships Manager will report to the Director for the United States.

**Key Responsibilities:**

- Identify target companies to recruit to join Tent in the U.S. and develop tailored pitches and proposals
- Interface directly with major companies, including pitching them to join Tent and taking concrete steps to integrate refugees
- Provide member companies with a range of hand-on support, including connecting them to local implementing partners and advising them on best practices for refugee integration as part of their diversity and inclusion or corporate social responsibility efforts
- Communicate publicly about Tent's work, including presenting at conferences and workshops
- Work with companies to develop new public, forward-looking commitments to hire, train and mentor refugees
- Manage ongoing relationships with Tent member companies and NGO partners
- Arrange and lead monthly calls for Tent members in the United States about best practices for refugee integration
- Lead Tent's refugee women mentorship program in the United States, pitching companies on the opportunity for their women's employee resource groups to mentor refugee women
- Support the Partnerships team on other organizational tasks, such as Salesforce data entry

**Essential Skill & Experience:**

- Bachelor's degree required
- Minimum of 5 years of experience working with multinational companies and/or on building corporate partnerships
- Excellent written and verbal communication skills, including strong presentation skills
- Ability to keep track of and juggle multiple priorities and to meet deadlines with accuracy and attention to detail



- A solid understanding of corporate issues and a track record of making the case to companies to take action on corporate social responsibility (CSR), social impact, or diversity & inclusion issues (does not need to be refugee issues)
- A quick learner and able to get up to speed quickly on new topics
- Excellent organizational and project management skills
- Commitment to professional growth and openness to feedback
- Ability to work in a fast-paced environment and manage shifting priorities

**Preferred Skills & Experience:**

- Experience working with U.S. refugee resettlement agencies
- Experience working on U.S. public policy, international relations or government issues

**Desired Qualities:**

- A willingness to roll up your sleeves and tackle new challenges
- A positive, energetic, and collaborative mindset
- An innovative thinker, with a track record of translating thinking into action plans and output
- Ability to make decisions in a changing environment and comfortable operating in gray areas
- A willingness to travel (up to 15% of the time)
- Comfort in a fast-paced role and mission-driven environment

**To apply:**

Please email your resume and cover letter to [careers@tent.org](mailto:careers@tent.org). If your background is a fit, we will be in touch.

We encourage you to apply even if your experience is not a 100% match – what we've listed are guidelines, not hard and fast rules. Tent will consider people from a variety of backgrounds and career experiences.

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*Tent is an equal opportunity employer. Tent will not discriminate against any applicant for employment on any basis including, but not limited to: race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, veteran status, marital status, predisposing genetic characteristics and genetic information, or any other classification protected by federal, state and local laws. We are dedicated to ensuring that individuals with disabilities are provided reasonable accommodation to participate in the job application or interview process, to perform essential job functions, and to receive other benefits and privileges of employment. Please contact us to request accommodation.*