

Job Title: Manager, U.S. Partnerships

Reporting: Director, United States

Based in: The candidate can be based anywhere in the U.S.

Salary: The salary range for this full-time position is \$65,000-\$85,000 | Bonus: potential of 10% - 20% | Total Compensation: \$71,500 - \$102,000. 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](https://www.tent.org). Find out more at www.tent.org.

About the role:

Tent continues to expand its initiatives in the U.S. to mobilize companies to hire and integrate refugees and is looking for a highly motivated, operational, and analytical professional to join our expanding team. The Manager for U.S. Partnerships will play an important role in helping to shape the team's strategy by recruiting new companies to join Tent and working with existing member companies on their refugee projects -- especially to hire, train and mentor refugees -- across the country. The key responsibilities will revolve around persuading companies, especially HR, CSR, and DEI leaders/teams, about the compelling business case for hiring refugees. This Manager will gain an in-depth understanding of the diverse hiring needs of numerous companies, forge strategic connections between these companies and NGOs throughout the country, and actively participate in the hands-on execution of projects. The Manager will be an integral member of the U.S. Partnerships Team and contribute to the team's overall strategy and direction. The Manager for U.S. Partnerships will also support the Partnerships team with other organizational tasks.

Key Responsibilities:

- Identify target companies to recruit to join Tent in the U.S. and develop tailored pitches and proposals
- Interface directly with major Fortune 500 companies, including pitching them to join Tent and taking concrete steps to hire, train and/or mentor 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 hiring, diversity and inclusion, or corporate social responsibility efforts
- Represent Tent at external events, such as 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 working groups calls for Tent members in specific cities to discuss best practices for hiring refugees at the local level
- Contribute to Tent's strategy in the United States by suggesting ideas for how Tent could better support its member companies in hiring and integrating refugees
- 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, ideally in human resources, corporate social responsibility, diversity and inclusion and/or social impact projects and 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, HR 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 in private sector human resources to understand the demands and considerations facing private sector HR, CSR, and DEI teams
- Experience working with U.S. refugee resettlement agencies or other organizations that work with refugees
- 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. If your background is a fit, we will be in touch. We encourage you to apply early as applications will be reviewed on a rolling basis.

Even if your experience is not a 100% match, we encourage you to apply. What we've listed are guidelines, not hard and fast rules. Tent will consider people from a variety of backgrounds and career experiences. We specifically encourage those with lived experience as a refugee to join our team.

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.