



www.secondmuse.com

Consultant: Social Innovation & Entrepreneurship

Who is SecondMuse?

SecondMuse (www.secondmuse.com) is a firm engaged in tackling the increasingly complex and interconnected big challenges facing our world - like accessible and effective education, environmental destruction, and disaster risk planning. SecondMuse understands, designs and executes collaboration strategies that create a better world. We launch and advance initiatives that have never been tried before in a spirit of learning and innovation. We are a for-profit company with people in North and South America, Australia, and Europe.

What is this job?

We seek a full-time consultant working with social innovation and entrepreneurship clients in Montreal, Canada. Specifically, we are looking for someone to:

- Contribute to and lead segments of client project work as a team member by performing rigorous analyses, synthesizing research, generating insights, and communicating ideas effectively
- Help build and maintain client relationships, communicating viewpoints and ideas in articulate, compelling, and creative ways
- Support efforts to develop new business by assisting with proposal development

What capacities do I need?

Self-motivation and responsibility. We operate primarily in a virtual environment with significant individual autonomy. This requires team members to be highly self-motivated and to excel not just at timely completion of tasks, but also in looking ahead to avoid problems down the line.

Strong collaboration skills. You need to be able to interact in person with clients as well as virtually with other members of the SecondMuse team.

Other skills and experience include:

- 3 – 5 years of relevant work experience, preferably in an entrepreneurial or start-up setting
- Analytical and research skills in qualitative and quantitative analysis, and strategic planning with comfort translating these into insights and recommendations
- Attention to detail, with excellent communication and presentation skills (proficient in Excel, PowerPoint, and InDesign desired)
- Demonstrated commitment to making a better world
- Master's degree in business, policy, international development and/or relevant work experience valued
- Fluency in English required; French language skills a plus

To Apply:

Send resume with one-page cover letter addressing: What interests you about SecondMuse (www.secondmuse.com)? How do you envision making an impact in the world? What do you bring to a team? Send to Heidi at hello@secondmuse.com.

SecondMuse is an equal opportunity employer. Only finalist candidates will be contacted. Thank you for your interest.