

Freedman Consulting, LLC: Project Director
Washington, DC*

Freedman Consulting, LLC, a mission-driven consulting firm, seeks an experienced Project Director to lead client projects and teams, directing efforts that include strategic advising and planning, policy and message development, and coalition management for Freedman Consulting's philanthropic and nonprofit clients. The Project Director will work across a broad portfolio of issues, joining a growing team of 45+ people working at the intersection of policy, strategy, communications, and politics, to advance innovations and impacts for social good.

The Project Director will be expected to lead the full scope of project work streams including designing and overseeing deliverable development while being accountable for client goals, timelines, work quality, and distribution. Working closely with Vice Presidents and other members of the senior leadership team, the Project Director will lead the development of project strategy, help define goals, and develop actionable plans to execute project strategies. The Project Director will manage multiple teams of 2-3 staff members and will identify opportunities for firm growth, contributing to business planning and new business development.

Firm Overview

Freedman Consulting, LLC, offers strategic consulting services to foundations, nonprofit organizations, and public interest coalitions, partnering with many of the nation's leading philanthropic institutions. Our work includes strategic planning and issue landscaping for major foundations, campaign advising and coordination for coalitions, and policy development for a variety of advocacy and political campaigns and spans topics including public-private partnerships, economic mobility, criminal justice reform, and technology policy.

Project Directors drive strategy, project development, and execution. Primary responsibilities for this Project Director include:

- Developing and driving project strategies and work plans for large-scale client projects
- Managing and supervising teams of associate-level staff and directing overall work planning and day-to-day tasks
- Providing strategic guidance and thought leadership to clients and teams
- Directing client interactions including facilitating meetings, calls, and presentations
- Conceptualizing, drafting, and editing a variety of client-facing material, including large-scale reports, presentation decks, memos, and briefs
- Contributing to business planning and new business development, including development of proposals to potential clients and involvement with internal firm learning and new ventures

- Supporting the professional development of firm staff, through team leadership and additional mentor opportunities

Qualifications of the Ideal Candidate:

At least 10 years of previous policy, legislative, consulting, communications, and/or research experience and significant project and team management experience is expected. Applicants must possess excellent management capabilities, writing and analytical skills, problem solving acumen, presentation and facilitation skills, and the ability to think through complex policy issues critically and strategically.

Full salary range for this position is \$120,000 to \$150,000. In addition to base annual compensation, Freedman Consulting offers a comprehensive benefits package and discretionary annual bonus. The starting salary is determined based on the candidate's knowledge, skills, experience, internal equity considerations, and budget availability.

To apply, please submit your resume, cover letter, and a writing sample to PD@tfreedmanconsulting.com.

Freedman Consulting, LLC is an Equal Opportunity Employer. We strongly encourage candidates from underrepresented groups to apply. Freedman Consulting does not discriminate on the basis of race, religion, sex, gender identity, sexual orientation, age, non-disqualifying physical or mental disability, national origin, veteran status or any other basis covered by appropriate law. All employment is decided on the basis of qualifications, merit, and business need.

Freedman Consulting, LLC is committed to providing access and reasonable accommodation in its services and employment for individuals with disabilities. If you need accommodations during the application process, contact the Director of Talent Acquisition at Kline@tfreedmanconsulting.com.

**All Freedman Consulting employees based in Washington, DC follow a hybrid work (remote and in-office) policy. There are no in-office requirements, and in-office work is encouraged and determined by client team leaders. The firm's hybrid policy values flexibility and seeks in-person collaboration when it will be most beneficial in serving client, project team, and firm needs.*