Job title: Principal Consultant

Reporting line: Associate Director

Purpose of job:

NPC's Research and Consulting team works to improve the effectiveness of charities and funders through producing research and delivering consulting work for clients. Consultants deliver a range of work for charities and funders, including research, advice on strategy and processes, and advice on measurement and evaluation. They work with people from across NPC to secure, deliver, disseminate and promote research and client work.

The Principal Consultant will be the owner of a specific product area and lead in its development. Principals lead on business and knowledge development for their specific area, working with the Director and Associate Director on delivering the strategy and achieving the revenue target.

This is in addition to the core responsibilities of winning and delivering client and research projects across the range of activities that NPC is involved in.

Main duties:

- Lead on specific area
- Work with the Associate Directors to:
  - Develop a coherent strategy and plan for the area
  - Develop business and raise funds to meet the revenue target for the R&C team
  - Ensure the delivery of high quality client and research projects.
  - Develop products and intellectual property
  - Develop skills and capacity of the team
- Scope and sponsor a range of client briefs.
- Manage client relationships.
- Design and sponsor research projects and think pieces. In conjunction with the Associate Directors, build NPC's external profile through developing external relationships and sharing specialist knowledge as appropriate.
- In conjunction with the Associate Directors, build NPC's profile through blogs, articles, conferences and developing external relationships.
- Line manage members of the Research and Consulting team.
- Coordinate with other parts of NPC to ensure that client and research projects have the maximum impact.

Key skills and competencies

Essential

- Relevant lived experience, personal or professional in the charity sector, consulting, professional services or public policy.
- Knowledge of the relevant markets. A personal network in this space and evidence of thought leadership are an asset.
- Excellent research and analysis skills.
- Excellent communication and facilitation skills: the ability to develop and deliver compelling presentations, to be robust and influential in discussions, and to write in a clear and engaging manner.

Desirable

- Experience of managing clients and acquiring new business or generating research funding
- Experience of managing multiple client projects at one time
- Collegial approach to working.
- Ability to coach and line manage others.
- Solid understanding of the voluntary sector, current trends and challenges desirable.
- A passion for working in a not-for-profit environment, and for achieving NPC's vision of more effective charities and funders.