CONSULTANT, STRATEGY + ASSESSMENTS/

THE ROLE/

We are seeking a **Consultant, Strategy + Assessments**, with strong client relationship, analytical, and communications skills to join our team.

Strategies & Assessments is KCI's strategic advisory and planning hub, partnering with charities across Canada to make smart, forward-thinking decisions that strengthen fundraising, unlock philanthropic potential, and advance their mission.

Our projects are highly varied and strategically customized for each client, but frequently involve the development of fundraising plans, feasibility studies, strategic plans, development office reviews, and other types of projects that require analysis, consultation, and strategy development. We have a variety of tools to undertake this work, including documentation analysis, financial analysis of fundraising data, organizational assessments, online surveys, and/or consultations with donors, volunteers, and other stakeholders, and the development and presentation of reports in support of a recommended strategy. All projects involve close partnership with our clients, including project design meetings, regular check-ins, working sessions to discuss strategy, and workshops with a group of stakeholders, such as a board or task force.

The individual in this position will be the lead consultant on between 7 to 10 assigned projects at a time from inception to completion. They will work in partnership with a Project Lead, a member of the senior leadership team, and support them in their work on assigned projects. They will also either work with an Associate Project Consultant who will act as project manager or will take on the responsibilities of project management themselves.

As lead consultant, this position will take responsibility for managing client relationships, preparing for and leading client meetings, undertaking documentation, data, and financial analysis, contributing to strategy development, and creating all communications associated with a project, including project briefs, final reports, and presentations. This position will enable the successful candidate to deepen their experience in client relationship management, communications, and strategy development, as well as gain exposure to diverse sectors and clients across Canada. They will work with a team of curious, creative, and driven colleagues who benefit from a team-based approach.

KEY RESPONSIBILITIES/

Reporting to the Associate Vice President, Strategy + Assessments and working in partnership with our team of Consultants and Senior Consultants, KCI's Senior Leadership Team as well as other KCI colleagues as appropriate, the Consultant will be responsible for:

Analysis and Strategy Development

- Review documentation and data and determine patterns and key implications for a client's opportunities, challenges, or goals
- Conduct financial analysis on recent fundraising data to identify areas of opportunity and challenge and to create financial scenarios or forecasts
- Facilitate consultations (including interviews and focus groups) with a variety of stakeholders to draw out key themes and implications for strategy development
- Work in partnership with KCI colleagues in Research + Analytics to ensure key project elements, such as Environmental Scans or online surveys, are integrated with all project work

- Create documents, whether reports or presentations, that synthesize key findings and their implications
- Work in partnership with KCI colleagues to explore options and determine courses of action that align with a client's opportunities and goals, as well as current philanthropic trends
- Apply critical and strategic thinking to identify the crux of a problem, question, or issue

Communications

- Create various documents for a variety of audiences, including reports, presentations, and project overviews
- Communicate clearly, concisely, and logically both verbally and in writing

Client Relationship Management

- Take the lead where appropriate in managing client relationships
- Ensure timely communication with clients on project progress and challenges
- Communicate effectively with all levels of client relationships, from administrative support to board members

Project Management

- Successfully lead and manage projects from inception to conclusion
- Work in close partnership with a designated Associate Project Consultant on most projects, including directing their work and providing insight and feedback
- Ensure projects proceed on time or facilitate course corrections as necessary

REQUIRED COMPETENCIES/

To be successful in this role, the Consultant must demonstrate:

- A collaborative mindset and approach with the ability to work well both independently and in a team.
- Openness and flexibility in thinking, attitude, and style; willingness to share and consult with colleagues.
- An exceptional work ethic coupled with an internal drive to succeed and improve.
- Flexible, collaborative mindset and creative thinker, comfortable with ambiguity and evolving priorities.
- Demonstrated relevant experience, ideally including participation in or oversight of end-to-end delivery of client-facing projects.
- Experience synthesizing, analyzing, and compiling qualitative and quantitative data into compelling reports and presentations.
- Experience reviewing financial data and drawing out patterns and recommendations.
- Proven ability to simultaneously manage and participate in multiple projects and ongoing tasks successfully.
- Curiosity and drive to work through different forms of data and information to explore options for client challenges and opportunities.
- Strong written communication, listening, and verbal communication skills.
- Maturity, confidence, and a high degree of emotional and social intelligence.
- Enthusiasm, lots of positive energy, and a can-do attitude.
- A passion for and commitment to the not-for-profit sector and the positive impact that client organizations have on society, as evidenced through professional experience and/or volunteer work within the sector.
- Experience working with organizations in the charitable sector a strong asset.
- Bilingualism in English and French considered an asset.

LOCATION/

KCI offers a flexible remote / hybrid work model. This position will be based in the Greater Toronto Area, primarily working remotely from a home office, with in-person team office days twice a month at our Toronto Head Office (214 King Street West, Suite 402) at minimum.

FOR MORE INFORMATION/

We believe that people are catalysts and that organizations can only achieve their full potential with the right people on their team. This is true both for our clients and for KCI.

As a firm, KCI has a strong commitment to equity and inclusivity. We are proud that our own staff represents various dimensions of diversity, including gender, race, sexual orientation, age, education, physical abilities, and language. We especially welcome interest from candidates who bring lived experience as a Black, Indigenous, or other racialized person, a person with disabilities, or an LGBTQ2+ person.

The hiring range for this position is $70,000 to $85,000 per annum, plus a comprehensive vacation and benefits package including: 3 weeks' vacation plus a winter break in December; group benefits plan; health & wellness program; donations matching program; and group RRSP matching program.

To apply, please send a resume and letter of interest via email to: Consultant@kcitalent.com by **July 25, 2025**. ***Please note that we will be reviewing candidates on an ongoing basis; early submission is appreciated.***

ABOUT KCI/

The nature of the Canadian charitable sector has changed – irreversibly. New ideas, new models, new technologies, new generations, and new Canadians present opportunities and challenges for Canadian charities. Where do we go from here? *At KCI, that's our favourite question*.

We are Canada's leading consultants to the non-profit sector with professionals across the country in fundraising, strategy development, research & analytics, and executive search.

Our core purpose is to inspire and enable organizations to raise money, to make the dream of better communities and improved lives a reality. And through our 40 years of experience, we've helped thousands of organizations craft their strategies, build their teams, and raise billions of dollars. We serve our clients through a wide variety of services, including Fundraising Counsel & Campaigns; Assessments & Strategy Development; Research & Analytics; Communications & Case Development; and Executive Search & Talent Services.

In doing that work, we firmly place our focus on values and people…both ours and our clients'. We are proudly and resolutely guided by our core values: the highest integrity in all our actions; commitment to excellence and innovation in everything we undertake; openness to new ideas; and collaborative and respectful relationships with our colleagues and our clients. We hire to these values and live them every day.

At KCI, our people are our most valuable resource. We hire the best and brightest, provide them with ongoing training and support, and give them the opportunity to work with a range of clients in different regions and charitable sectors across the country. We strive to foster a collaborative culture of professional and personal growth and to recognize, value, and develop the individual skills and contributions of each of our team members. And because we know the future won't look like the past, we hold capacity building, knowledge sharing, and insight creation at our core. We have made it our business to know *What's Next*.

For more information about KCI, please visit: https://kciphilanthropy.com/

KCI is an equal opportunity employer committed to fostering a diverse, inclusive, equitable, and accessible work environment. KCI will, upon the request of the applicant, provide accommodation during the recruitment process to ensure equal access to applicants with disabilities. If you are selected for an interview and you require accommodation, please inform the manager listed above.