



CONSULTANT JOB ANNOUNCEMENT

Spectrum Nonprofit Services, LLC seeks an energetic professional with a keen interest in nonprofit strategy and passion for nonprofit management excellence to join our team.

This full-time consultant will provide consulting and training services to a wide variety of community-based nonprofit organizations in Milwaukee, Wisconsin, and nationally. The right person will bring his or her expertise to clients, possess the ability to learn quickly and contribute in a team environment while being comfortable with both the structure and flexibility that strategic planning and working in a small office can provide.

In particular this position will be responsible for:

- Working with the Principal in all phases of client engagement including process and agenda development, meeting facilitation and summarization, market research and analysis, external interviews and report writing. Typical engagements include strategic planning, business planning, financial analysis and board development.
- Direct responsibility for one-on-one consulting engagements with Spectrum clients in facilitating organizational change, strategic decision-making, and implementing recommendations.
- Overseeing development of Spectrum's training program including marketing and administering trainings on nonprofit strategy, finance and business planning. This includes some delivery as well as scheduling other presenters.
- Contributing to the advancement of the practice through research and writing in sector periodicals on nonprofit management.
- Participating in the ongoing client development and marketing process.

About Spectrum Nonprofit Services:

Spectrum Nonprofit Services' mission is to provide strategy and management expertise to enable nonprofits to work more effectively as they better our society and enrich our lives. Steve Zimmerman is the Principal of Spectrum. Based in Milwaukee, Wisconsin, Spectrum Nonprofit Services has developed a national reputation since its inception four years ago. The client base includes organizations in social services, education, arts and culture, media and advocacy. Prior to Spectrum, Steve was a Projects Director at CompassPoint Nonprofit Services, one of the nation's leading consulting, training and research organizations. Steve has consulted and spoken nationally on strategy and finance and written on these subjects for *Blue Avocado* and *The Nonprofit Quarterly*. He is the co-author of the best-selling book [Nonprofit Sustainability: Making Strategic Decisions for Financial Viability](#) published by Jossey-Bass in 2010. More information on Spectrum Nonprofit Services can be found online at www.spectrumnonprofit.com.

Requirements:

The ideal candidate for this position will have:

- A demonstrated commitment to Spectrum's mission, constituents and a client-centered approach and philosophy.
- 3 to 5 years experience in either consulting or direct work within a nonprofit organization.
- Ability to handle multiple projects at different phases.
- Excellent quantitative analysis and analytical skills as well as creativity in problem solving.
- Entrepreneurial spirit and the ability to work both collaboratively as well as independently in an informal, fast-paced environment.
- Strong verbal and written communication skills including the ability to develop and deliver high-impact, clear presentations.
- Strong computer and internet skills.

Compensation:

Spectrum Nonprofit Services offers a competitive compensation and benefits package commensurate with experience.

To apply:

Please E-mail a cover letter, résumé, and salary requirements to jobopening@spectrumnonprofit.com.