

B Lab

Development Associate Posting

B Corporations are a new kind of company certified to meet rigorous and independent standards for social and environmental performance. B Corp certification does for the sustainable business movement what LEED certification has done for green building and Fair Trade certification has done for coffee.

B Lab is the non-profit that certifies and supports B Corporations. Since 2007, we have certified 364 corporations from 54 industries. In addition to building a community of certified B Corporations, B Lab also accelerates impact investing through the Global Impact Investing Rating System (GIIRS), and advances supportive public policy with Benefit Corporation legislation.

We have raised over \$12m and are poised to take off as a nationally recognized and dynamic not-for-profit organization.

The **Development Associate**, the only other member of B Lab's brand-new development team, will provide administrative, content, and strategic support to the Development Director to raise \$4-5m of annual philanthropic and patient capital for B Lab's core programs. Primary focus will be on individual major donors, progressive private foundations, and socially beneficial corporations.

Do you fit the bill for this position?

I am seeking an individual who will work well in a two-person office located in the Arnold Arboretum area (B Lab's main office is in Philadelphia). This person will be a *highly* motivated self-starter, who is great with details, communication, and writing, has solid experience with Salesforce, and really wants to learn the ins-and-outs of development.

With 15 years of development experience working for an array of social enterprises in Boston and New York City, I promise to teach all I know. Ideally, I am looking for someone with 1-2 years of development experience. Some travel required.

Primary position is in Boston.

Please send your resume along with a cover letter and writing sample to Carolyn Bess devdirector@bcorporation.net.