



**Ownership
Works**

Senior Associate, Partnerships

New York, NY

To Apply

Please visit the [Application Portal here](#). Candidates are encouraged to apply as soon as possible. Due to volume, only those candidates considered for an interview will be contacted.

About Ownership Works

Founded in 2021, Ownership Works (O.W.) is a fast-growing nonprofit organization with a mission to foster economic wellbeing for workers and create thriving workplaces through the power of shared ownership. O.W. helps companies and investors implement shared ownership programs that make every employee an owner and honor the collective effort behind a company's success. At scale, employee ownership can help millions of workers build savings and wealth, often for the first time, at businesses that are more dynamic, resilient, and successful.

O.W. has set an ambitious goal of creating at least \$20 billion of wealth for workers by 2030 and, over the long term, making broad-based employee ownership the new norm at work. To achieve these goals, O.W. has two areas of focus:

Movement Building. Through partnerships, network-building, education, data, and storytelling, O.W. is building a movement to increase the adoption of shared ownership by private and public companies. Over 100 private equity firms, financial institutions, foundations, labor advocates, and pension funds have joined the O.W. consortium as Founding Partners and made unprecedented commitments to advance the shared ownership movement.

Hands-on Guidance. In collaboration with its Founding Partners, O.W. helps public and private companies implement broad-based employee ownership programs that improve corporate cultures, increase employee engagement and satisfaction, and create an alignment of interests between employees and employers, all of which can support better outcomes for companies and workers. Since O.W.'s founding, over 150 companies have implemented shared ownership programs, reaching over 240,000 workers.

Ownership Works is certified as a [Great Place to Work](#).

For more about O.W.'s programs and impact, visit <https://ownershipworks.org>.

About the Position

We're looking for a mission-driven professional to join our Partnerships team. This role is ideal for a strong project manager and relationship builder who is passionate about economic justice and energized by cultivating networks, designing programs, and collaborating across sectors. The Senior Associate will support the Partnerships team in building, engaging, and connecting the Ownership Works' partner consortium, a core driver of the shared ownership movement.

What This Role Offers

- Experience building the partnerships function in a nationally respected nonprofit scaling rapidly in the economic justice space.
- Deep expertise in employee ownership and movement-building strategy.
- Opportunity to influence how America does business and make a difference in the lives of hundreds of thousands, and potentially millions, of low- and moderate-income employees.

Key Responsibilities

Events

- Project manage high-value in-person and virtual events, including Ownership Works' executive convening, quarterly update calls, leadership roundtables, etc.
- Manage event steering committees, create and manage master event project plans, coordinate status updates and follow-ups across internal and external event production teams, and ensure multiple workstreams (event logistics, materials, communications, etc.) progress on track.
- Draft event-related materials, such as agendas, sponsorship proposals, etc.
- Track event metrics and write executive event summaries.
- Develop and distribute follow-up materials (surveys, slides, synopses, etc.).

Partner Communications

- Draft communications to amplify our partners' role in the shared ownership movement and our collective impact.
- Partner with O.W.'s Marketing & Communications team to create branded content and communications highlighting the impact of our partnerships.
- Collaborate with partners to draft white papers and blog posts on shared ownership and related topics.

Partnership Development and Engagement

- Support the Partnerships team in preparing partnership development materials, including concept notes and decks.
- Support the Partnerships team in developing and executing partner engagement plans.

Program Management

- Use Salesforce to track and prepare reports on our partner pipeline, engagements, and communications.

- Create tools and templates to streamline partnership development, engagement, and reporting processes.
- Track metrics to evaluate program performance and partner satisfaction.

Qualifications and Experience

Required

- Bachelor's degree (B.A./B.S.).
- Genuine passion for economic/worker justice and enthusiasm for employee ownership.
- 5+ years in roles such as partnerships/stakeholder engagement, program/project management, or consulting.
- Experience managing complex projects with multiple workstreams and teams.
- Proven ability to juggle deadlines, coordinate cross-functional workstreams, and deliver high-quality, accurate work.
- Comfort with project management tools (e.g., Airtable) and learning new software platforms (e.g., Cvent).
- Strong writing skills and experience drafting short-form and long-form collateral, briefs, decks, and reports.
- Proficiency with Salesforce (or similar CRM) to manage pipelines, log engagements, and produce reports.

Preferred

- Experiencing planning and managing events.
- Experience drafting white papers, blogs, and/or case studies.
- Experience in employee ownership, nonprofit/philanthropy, private equity/investment, CSR, or workforce/economic justice.

The successful candidate will exhibit the following qualities:

- **Strong Communicator:** Communicates directly, clearly, and concisely in writing and verbally.
- **Relational & Collaborative:** Proactive, positive, responsive, helpful, and professional when working with external and internal stakeholders. Builds strong relationships across teams. Works effectively in groups, values different viewpoints, and contributes to a culture of teamwork and inclusion.
- **Highly Organized:** Excels in tracking many details, tasks, workstreams, projects, and deadlines.
- **Personal Standard of Excellence:** Produces high-quality, accurate work with care and attention to detail. Is diligent, prepared, and sets high standards for themselves and others.
- **Proactive:** Identifies opportunities for growth, improvement, and innovation without prompting.
- **Growth-Oriented:** Actively seeks and applies feedback and demonstrates an openness and commitment to continuous learning.
- **Solutions-Oriented:** Identifies and proposes practical solutions to problems.
- **Data-Oriented:** Adept at tracking KPIs, analyzing performance, and iterating processes.

At Ownership Works, we are dedicated to building a diverse and inclusive workplace. If you're excited about this position but your experience doesn't precisely align with every qualification, we still encourage you to apply.

Compensation

Compensation for this role is determined by several factors, including work location, individual skills, relevant experience, and business needs. For candidates based in New York City, the estimated salary range is \$85,000 - \$105,000 plus an annual discretionary performance-based bonus subject to board approval.

Benefits

We offer a comprehensive benefits package aligned with the professional services sector, which includes excellent health, vision, and dental coverage for you and your family, unlimited paid time off, a 401(k) plan with generous employer contributions, and 18 weeks of fully paid parental leave.

Location

O.W. is building a New York City-based team. The team works from our brand-new Midtown Manhattan office space two days per week.

Equal Opportunity Employer

Ownership Works is an Equal Opportunity Employer and does not discriminate based on race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, gender identity, or any other legally protected status.

E-Verify

We use the federal E-Verify system to confirm the employment authorization of all newly hired employees.