
JOB DESCRIPTION

Job Title: Impact Consultant

Grade: D

Department: Impact Accelerator

Main purpose of job:

Deliver and develop high-value consultancy work with CAF's private, corporate, public sector, trusts/foundations and charity clients. Play a role in further building CAF's Consultancy proposition within CAF's wider Impact Accelerator offering which brings together expertise in consultancy, grantmaking and social investment.

Responsible to: Senior Consultant

Budgetary responsibilities: Contribute to budgeting for multi-year programmes and projects.

Responsible for: N/A

Key Job Responsibilities - Minimum requirements:

Strategic client consultancy

- **Responsible for delivering CAF's strategic consultancy** ensuring high-quality consultancy support for private clients, corporates, public sector bodies, charities and trusts/foundations. Provide additional support to senior consultants as required.
- **Act as a trusted adviser to philanthropists, corporate leaders, and charity executives**, shaping and strengthening their giving and impact strategies, impact measurement frameworks, evaluation approaches, fundraising effectiveness and governance practices as well as other areas as relevant.
- **Maintain deep expertise of philanthropic trends and sector developments**, monitoring best practice, innovations and applying these insights to strengthen client recommendations.
- **Own end-to-end project management**, ensuring projects are delivered on time, within scope, and to a consistently high standard, while cultivating exceptional client relationships and service experiences.
- **Ensure the production of high-quality written deliverables**, including strategic reports, analyses, frameworks and recommendations that meet CAF standards and provide clear value to clients.
- **Drive collaboration across the Impact Accelerator**, contributing to the development of an integrated client offering and proactively identifying opportunities for cross-team synergies and growth.

Client management, business development

- **Contribute to the development** of the Consultancy team's pipeline and ensuring a proactive approach to identifying and advancing opportunities.
- **Drive client retention and expansion**, strengthening long-term relationships and leading efforts to secure multi-year, multi-service agreements that integrate consultancy, grantmaking and social investment capabilities.
- **Cultivate and steward relationships with new and existing clients**, ensuring a deep understanding of their needs, ambitions, and challenges, and positioning CAF as a trusted partner in achieving their philanthropic and social impact goals.
- **Develop and embed consistent working processes**, collaborating with colleagues across CAF to ensure high-quality, seamless and positive experiences throughout the consultancy lifecycle.

Thought leadership and learning

- **Serve as a key source of expertise** for colleagues across the Private Client and Corporate Client teams.
- **Facilitate knowledge sharing across CAF's UK and global network**, promoting the exchange of learnings, best practice and innovations to enhance CAF's consultancy capabilities and client offering.
- **Position CAF as a thought leader in the sector**, contributing to the organisation's public profile and ensuring it is recognised as a partner of choice for funders and charities alike.
- **Represent CAF externally** by participating in sector events, contributing to campaigns and thought leadership content and actively building networks that raise CAF's profile among private clients, corporates, charities, and trusts/foundations. Promote CAF's integrated end-to-end offering through the Impact Accelerator.
- **Strengthen cross-organisational collaboration**, working closely within the Impact Accelerator and across CAF's broader ecosystem to ensure impact is embedded in organisational decision-making, service design and project delivery.

Desirable skills and experience:

- Proficiency in other international languages is highly desirable, enabling deeper collaboration across CAF's global offices and enhancing the quality of support offered to internationally focused clients.

CAF Values and Behavioural Indicators

The CAF Values and Behavioural Indicators set out in a transparent and consistent manner the explanation of the performance expectations of all CAF People. Through the use of common language and common standard, it combines a set of behaviours with the required technical skills and knowledge needed to effectively perform in any given role in CAF. This is used for the assessment, management and development of performance of all our people across CAF

Please refer to the link: [CAF values and indicative behaviours](#) for the CAF Values and Behavioural Indicators.

Date: February 2026

PERSON SPECIFICATION

Job title: Adviser

Attributes	Essential	Desirable	How Evidenced...
	✓	✓	+
Experience			A/C
Proven track record in delivering significant business growth in a consulting environment.		✓	
Experience advising foundations, individual philanthropists, charities, corporates or the public sector	✓		
Strategic experience of designing and managing grant-making programmes and foundations		✓	
Experience managing client relationships	✓		
Experience of advising clients on at least one area: philanthropy, grantmaking, social investment, sustainability, fundraising, strategy, governance, impact measurement, theory of change, programmatic design and/or practice.	✓		
Proven experience of budgeting, reporting and analysis		✓	
Project management experience	✓		
Experience in analysing complex systems and producing workable strategies and proposals, presentations, research, etc.	✓		
Experience in international development, working in the Global South		✓	
Qualifications			E
Degree standard or relevant sector qualification and/or equivalent experience	✓		
Specialist Skills/ Ability/Knowledge			A/C/T
Foreign language skills		✓	
Strong analytical and problem solving skills	✓		
Ability to identify opportunities and innovation	✓		
Decision-making skills in complex and pressured environments	✓		
Strategic vision: ability to formulate and lead on strategies and plans	✓		
Knowledge of latest best practice in: philanthropy, sustainability, fundraising, governance, strategy, impact measurement, grant-making, social investment	✓		
Ability to work in cross-functional teams to deliver business results	✓		
Willingness to delve into cause areas to learn and upskill as needed based on opportunities and client demands	✓		
Ability to influence and negotiate with demanding clients	✓		

Ability to facilitate and drive workshops and discussions with very clear outputs and outcomes	✓		
Communication			A/C/T
Excellent communication skills, confident presenter, persuasive speaker and comfortable in engaging people of all levels.	✓		
Comfortable presenting at senior level of charities, companies, trusts and foundations, as well as working with UHNWI and HNWI	✓		
Strong interpersonal skills	✓		
Personal Qualities			A/C
Passionate, results driven with a can-do attitude.	✓		
Ability to prioritise own work according to wider CAF objectives	✓		
Self-motivated, energetic and enthusiastic	✓		
Keen eye for detail	✓		
Ability to handle several projects at any one time.	✓		
Prior to Appointment			R/E
<u>All posts:</u>			
Credit Check	✓		
Dow Jones Check	✓		
Basic DBS Check	✓		
Employment References	✓		
Medical Clearance	✓		
Right to Work in the UK	✓		
<u>FCA Approved Posts:</u>			
Standard DBS Check	✓		
FINAL SCORING			
✓ Tick either the Essential or Desirable column as appropriate for each attribute			
† Insert the code from the key below for how you intend to assess this requirement e.g. at interview, via references etc.			
Key			
R = References, E = Evidence/Certificates, A = Application, C = Competency Interview, T = Testing/Assessment			