



**Job Title:** Venture Philanthropy Associate

**Location:** Ideally Sydney, NSW (Hybrid)

**Reporting To:** Chief Executive Officer

**Time Commitment:** Full time

*A rare early-career opportunity to do serious investment analysis in service of social impact — joining a small, high-performing team building rigorous, relationship-first due diligence and infrastructure for Australian philanthropy.*

## About 10x10

10x10 builds networks that back innovative Not-For-Profits (NFPs) tackling Australia's toughest social challenges, through two strategies: fueling a thriving movement and building a venture philanthropy funding ecosystem.

10x10 Venture Philanthropy is building the 'buy-side' research function for early-stage Australian NFPs with ambitions for population-level change, as well as the case and tooling for rigorous, relationship-first due diligence across the sector.

Our goal is to unlock \$100M in value for NFPs by June 2029, with a model that aims to turn every \$1 invested into \$10 of value created.

We're on a strong growth trajectory, with a team and Board that bring deep experience across finance and investment management, venture capital, startups, philanthropy, and the not-for-profit sector.

## About the role

This is a newly created role designed to scale the quality and continuity of 10x10 Venture Philanthropy. Think of it as a junior role at a boutique investment firm — except the capital is philanthropic and the investments are in organisations working to shift some of Australia's most entrenched social problems.

Working under the direction of the Head of Venture Philanthropy, the Associate will support delivery of the Community Capital partnership. Community Capital is an asset management firm co-founded by Barrenjoey Capital Partners and Laurence Marshbaum OAM. Since 2023, Community Capital has granted \$14M+ to 15 high-potential NFPs from the 10x10 portfolio.

You will also provide flexible analytical capacity across 10x10's broader venture philanthropy funding ecosystem - corporate foundations and other philanthropic clients who adopt a venture philanthropy approach.

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It's a hands-on role in a small team, no task too big or too small, with meaningful exposure, fast learning, and access to an exceptional networks across corporate, investment, startup, and philanthropy leaders.

## What you'll do

### Community Capital delivery (core focus)

**Community Capital delivery, core focus (50%):** Supporting the Head of Venture Philanthropy, you'll drive execution across the Community Capital partnership - from sourcing and assessing NFPs, through due diligence, to supporting confirmed partners through portfolio oversight and impact reporting.

- Coordinate end-to-end grant round delivery: timelines, materials, stakeholder coordination, and investment committee-ready outputs, capturing learnings and continuously improving the playbook
- Produce clear, decision-useful analysis across screening, diligence, and recommendation processes, including financial and operating model analysis
- Bring an AI-first approach to delivery, using agentic tools to handle research, drafting, tracking, and reporting at pace, freeing capacity for higher-order analysis and relationship work
- Build financial models and conduct scenario analysis to assess organisational sustainability and growth assumptions
- Perform portfolio and cohort analysis across funded organisations to identify patterns and inform investment decisions
- Support impact measurement and evaluation activities across the portfolio
- Assess evidence of effectiveness and organisational outcomes, identifying relevant proxies where direct evidence is limited
- Maintain impact and portfolio reporting for Community Capital and other clients
- Contribute to the development of 10x10's value creation and measurement frameworks
- Lead Community Capital portfolio rhythms: quarterly grantee check-ins, milestone monitoring, capacity building fund administration, and coordinating support when organisations need it

**VP ecosystem, partnerships and portfolio management (40%)** In partnership with the Head of Venture Philanthropy, help build the broader funding ecosystem and maintain oversight of the broader VP portfolio.

- Partner with the Community Experience Manager to identify and engage high-potential NFPs entering the pipeline — together owning the top of funnel for the venture philanthropy ecosystem
- Contribute analysis to engagements with corporate foundations and other philanthropic partners, each with different mandates, cause areas, and reporting requirements

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- Support VP growth initiatives across HNWI individuals, foundations, and corporates
- Build and maintain relationships with other funders, sector bodies, and stakeholders
- Maintain portfolio intelligence across the funded portfolio — capturing decisions, progress, and outcomes in structured formats to enable cohort analysis and the organisational learnings to improve future investment decisions

**Process improvement and automation (10%)** all 10x10 team members actively participate in transitioning the organisation to AI-native, including regular AI build days.

## Who you are

You're early in your career seeking more meaning, ownership over your work, and more access than you would get in a large firm. As a guide, you likely have 1–2 years in investment, finance, or a related field, or up to 2–4 years across other relevant experience in consulting, engineering, a think tank, or the social sciences. You will need fluency in investment concepts and language, and the ability to read financial statements - this could come from your degree, your career, or your own learning. Prior philanthropy experience is not required.

- **You think, write, and communicate precisely:** You can take a complex problem, vast amounts of information, and distill it to its most essential points.
- **You're comfortable with numbers, operating models, and financial modelling. You can build scenarios, assess organisational sustainability assumptions, and reason well under uncertainty.** You can make calls with ambiguous information, update them when evidence warrants, and find relevant proxies when direct evidence doesn't exist.
- **Genuine curiosity about social impact:** You don't need to have worked in the sector, but you care about what the work is for.
- **You can build genuine relationships with founders:** You're warm, curious, and focused on being useful to them. You have good instincts for drawing out genuine expertise and unique insight across vastly different people, causes, and contexts.
- **You embrace AI:** You're already using it to work better and you're eager to build more fluency, alongside others who are excited about AI-Native work.
- **You're high agency and preference small teams.** You roll up your sleeves, own a process end-to-end, and do what the work requires. You see a gap, you fill it, and you enjoy having real responsibility for your work.
- **You're a continuous learner.** You pick things up fast, ask good questions, and seek out the feedback loops that compound learning.

## What's on offer

- A rare opportunity for an early-career analyst/associate to gain direct, high-trust exposure to senior leaders across startups, venture, tech, investment, philanthropy and the NFP sector, responsibility and access you typically wouldn't get in a larger firm.

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- Flexible hybrid work, with the team typically in-office 3-4 days/week and an early finish at 3pm every Friday.
- NFP salary packaging (up to \$15,900 salary packaged + \$2,650 meals/entertainment).
- 3-5 extra paid leave days over Christmas/New Year.
- Professional development budget + regular volunteering days.

## **Interview process**

We use a structured process so both sides can assess fit.

- 15-min phone screen
- Initial interview (in-person)
- Second interview + task-based assessment (present back to the team)
- Coffee catch up with Chair
- Final informal coffee chat
- Offer