

## Consensus Building Institute Senior Associate Facilitator/Mediator

The Consensus Building Institute (CBI) is a not-for-profit organization created by leading practitioners and theory-builders in the field of dispute resolution. CBI serves public, non-profit, and private clients worldwide by providing mediation, facilitation, collaboration, and dispute resolution services; training in negotiation and consensus building techniques; and evaluative research. Guided by the belief that our most challenging problems are solved through collaboration, CBI also strives to build the intellectual capital of the field. Dispute resolution that includes the ideas, values, and voices of all affected stakeholders can achieve outcomes that are wise, fair, and lasting.

CBI conducts its work in the U.S. and internationally, headquartered Cambridge, Massachusetts with additional staff in Denver, Colorado; New York, New York; Portland, Maine; San Francisco, California; Washington, D.C.; Montreal, Canada; and Santiago, Chile.

CBI is an equal opportunity employer. We aim to be a place where a diverse mix of talented people do their best work together. We encourage applications from candidates with diverse backgrounds, including but not limited to race, ethnicity, gender, religion, disability, age, or sexual orientation. Persons of color are strongly encouraged to apply. CBI is committed to diversity, equity, and inclusion both within our organization and in our collaboration practices.

For further information about CBI, please visit our website at: [www.cbi.org](http://www.cbi.org).

### **JOB DESCRIPTION**

The Senior Associate Facilitator / Mediator is a talented, experienced, and entrepreneurial professional with substantial experience in work related to multi-stakeholder problem-solving, multi-party negotiations, public policy mediation, and large group process design and facilitation. Prior employment might include work with collaborative service firms in mediation, facilitation, and public engagement, or experience in related fields, such as land use and environmental planning and management, water resources planning and collaboration, public policy development and analysis, and citizen engagement and participation. Prior experience in a similar role but in a different substantive area (health and human services, organizational development, community building, or other areas), or in planning or public policy positions with significant facilitation, public process, or community engagement components may substitute for the above requirements.

CBI's ideal candidate will possess the following qualities:

- ✦ Proven record of successfully designing and facilitating collaboration among diverse people, organizations, and sectors
- ✦ Experience in facilitating with multiple parties and interests
- ✦ High comfort and agility in front of large groups, often in public settings
- ✦ Knowledge of negotiation and conflict resolution theory and practice
- ✦ Analytical and policy skills
- ✦ Strong writing skills with demonstrated ability to write clearly and succinctly for different audiences
- ✦ Adept at using various web-based and other collaborative technologies

- + Network of contacts, colleagues, and potential clients that can be tapped into for project and practice development
- + Proven record of entrepreneurship and independence
- + A manner that exudes competence, confidence, and fairness
- + Fluency in a language other than English (desired)
- + Willingness to travel
- + Commitment to helping people of diverse backgrounds, interests, and partisan views resolve conflict and strengthen collaboration

A Master's degree or higher in a relevant field of expertise is preferred. Potential fields could include environmental management, natural resource management, environmental science, public policy, or conflict analysis and resolution. Extensive professional experience in a facilitative role may be a substitute for the Master's degree.

Women and candidates of color are strongly encouraged to apply. Compensation is commensurate with experience, with salary ranges from \$80,000 - \$95,000, depending on experience. In addition to competitive compensation, CBI offers an excellent benefits package.