Principal, ACN Program

Company overview
Since our founding in 2003, Tapestry Networks has served as a trusted and elite convenor of global leaders. We create value by helping them carry out their difficult work more effectively through the Power of Connected Thinking: facilitating bespoke networks that create trusted communities and connect leaders with insights, information, and each other. We then take what we learn from our meetings and create thought leadership that highlights and promotes effective leadership and good governance practices on timely and relevant issues.

Role
We are looking for a Principal to join our corporate governance group and Audit Committee Networks team. The Principal will have a corporate governance background and extensive experience with meeting facilitation. He or she will regularly interact with global leaders and the audit chairs of the large public companies in the US on some of the most important issues in today’s capital markets including ESG, cyber, risk oversight, combatting fraud, and effective board leadership.

Responsibilities
Principals are members of Tapestry’s leadership team and play key roles in leading our networks and contributing to initiatives that accomplish the firm’s strategic goals. Specifically, the Principal will be expected to contribute to the team’s success through:

- **Network execution:** Play a lead role in overall network management and execution including conceiving of topics and content, co-chairing meetings, identifying and recruiting members, and driving exceptional network execution and experience for members.

- **Thought leadership:** Provide subject matter expertise on corporate governance issues, surfacing key issues of relevance to the network; develop agendas and content for meetings and facilitate meetings of network members; synthesize meeting discussions in written document.

- **Content creation.** Develop and draft high-quality, impactful documents on meeting discussions and relevant network issues or topics, and edit content developed by teammates.

Sponsor/client relations: Develop strong relationships with all levels of sponsor organizations, ensuring maximum impact and benefit to the sponsor and its leaders.

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includes providing counsel to key executives, strategic planning for networks, developing proposals, budgets, project specifications, and resource requirements, and partnering on content work streams.

- **Team leadership:** Demonstrate leadership and create constructive working relationships across the corporate governance team and in all aspects of project work streams, including network meeting planning, content development, and communications. Serve as a mentor and coach to others on the team.

- **Firm leadership and development:** Positively contribute to the Tapestry culture by supporting other teams and participating in and, on some occasions, leading or creating firmwide initiatives contributing to Tapestry’s strategic goals. Develop new business with existing and new sponsors. Participate in firm-building activities, including recruiting, mentoring junior colleagues, leading firm improvement projects, etc.

**Knowledge and skills**

Candidates should possess strong leadership skills, clear and thoughtful written and verbal communication skills, project management experience, and experience providing guidance and support to top leaders. Key competencies include:

- Confidence in leading and facilitating meetings and unscripted interactions with very senior leaders
- Exceptional listening skills
- Intellectually curious, with the ability to learn new subjects quickly
- Strong writing skills, ability to synthesize and edit
- Ability to work independently and lead without close supervision
- Record of accomplishment and impact, ideally involving business development and growth and influencing senior executives

**Desired background and qualifications include:**

- MBA or other advanced degree strongly preferred, ideally in a field close to business, law, public policy, etc.
- At least 10 years’ experience – with progressive responsibility – at a top-tier professional services or investment firm, policy organization or think tank, or equivalent experience in a performance-oriented organization
What we can offer you

You will have the opportunity to regularly interact with and lead discussions among global business leaders, boards of directors, and regulators on issues that are frequently “headline news.” Enjoy the flexibility and convenience of a fully remote company coupled with the benefits of occasional in-person collaboration and meetings (travel approximately one week per quarter).

Tapestry Networks is an equal-opportunity employer. We strive to create an inclusive culture and celebrate diversity. We currently offer the following:

- **Excellent benefits**
  including health, dental, and vision insurance; a flexible spending and health savings account; paid time off; and enrollment in a 401(k).

- **Professional development**
  Every employee at Tapestry makes a unique contribution that is supported and developed through mentorship, training, and consistent feedback.

- **A flexible, supportive work environment**
  We try to make our policies—working from home, travel, parental leave—simple and accommodating to the professionals who must coordinate and deliver dozens of highly impactful network meetings, projects, and pieces of thought leadership every year.