



Consultant

Reports To: Director of Consulting

Who are we looking for?

As XPLANERS, we accelerate positive change for organizations, their people, and the world.

We're excited to announce that we're looking to bring on a consultant who embodies our core principles: Visual Thinking, Co-Creation, and People-Centered Design.

As a consultant, you have the important and exciting role of leading client engagements by guiding key business stakeholders through customized information-gathering activities to inform our design deliverables.

This is an action-packed position, at the center of our service delivery team, and it requires a great deal of teamwork and cross-functional collaboration.

Our XPLANE team culture strikes a unique balance of creativity, expertise, and inclusivity. We each bring something unique to the table, while valuing and respecting that the true strength of our team lies in our collective diversity of experience and ideas. We embrace a growth mindset—we never stop learning and improving.

What will you work on?

Client Engagements

In this role, you will continually have contact with XPLANE clients, and are held responsible for client satisfaction. Here are some general areas of ownership for the consultant role:

- Manage the research and information-gathering phase of client engagements
- Facilitate virtual and in-person meetings with subject matter experts and decision makers
- Create and give presentations, and propose solutions
- Create recap and summary documentation for clients and the internal XPLANE team
- Ensure a positive client experience throughout the program

Team Contribution

As an XPLANER, you will support and add value to your project teams through your:

- Presence: attending regular project team meetings
- Accountability: completing your deliverables on time
- Feedback: appreciating the giving and receiving of feedback that fosters learning
- Inclusivity: seeking and valuing what each XPLANER contributes and respecting that we are equals
- Flexibility: willingness to jump in and help other XPLANERS out as needed to meet and exceed client expectations

Thought Leadership

Once you get settled into your consultant role, we'd love to have you contribute to our dynamic Thought Leadership presence by occasionally supporting the creation of blog posts, webinars, and/or social media posts.

What you bring to XPLANE

There are some critical skills and experience you'll need to be successful as a consultant with XPLANE.

Relationship-building Skills

This role is largely defined by your ability to create, maintain, and effectively manage relationships with a wide variety of individuals, teams, and organizations across different locations and time zones.

Facilitation Skills

You will lead the client discovery process by facilitating a variety of in-person and virtual workshops, interviews, and focus groups. We are looking for a candidate with:

- 5-10 years of experience practicing effective group facilitation in a business environment
- Knowledge of or experience in design thinking and visual thinking methodologies
- Experience using visual thinking techniques to capture, clarify and organize information
- Ability to synthesize information into logical structures

Business and Leadership Acumen

You will need to relate to your clients and speak their language. Our ideal candidate has:

- Experience working as a leader inside a large business organization
- Background in management consulting and/or design consulting
- Ability to comprehend complex issues
- Knowledge of a broad range of business-related topics
- Experience with Agile/digital transformations
- Bachelor's in Business, Organizational Development, or related field (Master's degree preferred)

Human-Centered Design

To embody our core principles of Co-Creation and People-Centered Design, you'll need formal training and/or certification in one or more of the following types of fields:

- UX
- Design Thinking
- Ethnography

Communication Skills

You will be doing a whole lot of talking, meeting, and writing content, daily. Your success is largely dependent on your ability to communicate effectively. You are a great listener and have excellent written and verbal communication skills. The client engagements you'll be leading are English-speaking.

Working Conditions

XPLANE embraces a digital-first mindset. Our tools and processes enable us to function effectively as a hybrid team. You can be based anywhere, with the following travel requirements:

- Travel for client engagements (up to 30% within the United States and possibly internationally subject to mutual staffing agreement)
- Occasional travel to Portland, Oregon for internal purposes like team building (1-2 trips annually)

Physical Requirements

- Ability to sit for eight (8) or more hours with allotted breaks
- This is an active position, with occasional periods of standing, sitting, kneeling, and crouching
- Must be able to comply with the physical demands of extensive travel
- This position demands extensive keyboarding, visual acuity required
- Occasionally asked to lift 25+ pounds

Contract to Hire

Should you be our new consultant, we want to share our hiring philosophy.

At XPLANE, we leverage a contract to hire approach. This means we will hire you as an XPLANER first as a contractor. You'll begin by consulting on a client engagement alongside other XPLANERS to give you an effective opportunity to learn all about the XPLANE way. Then, we will share feedback with the intent to continue down the path to become a permanent hire. This is how all XPLANERS join the team. If you prefer contract or part-time work, we have those positions available—simply indicate your preference in the application process.

How to Apply

Submit your application via the [form on our careers page](#).