



INTERNATIONAL CONSULTING ASSOCIATE - Part-Time

Job Description

Factum Global is seeking a part-time **Associate** to join our growing consulting firm. This role will offer the opportunity to directly contribute to client engagements focused on helping companies expand internationally. The Associate will work closely with our executive leadership team, providing support on project management, market research, analysis, and stakeholder engagement. This position is an excellent opportunity to gain hands-on experience in management consulting, international strategy, and operations.

Applicants must have an undergraduate degree in international business, international relations, marketing, or related fields, and a strong interest in international business and management consulting. The position is 100% remote, with flexible work hours. The Associate will be expected to attend meetings as needed. Top-performing Associates may be considered for future full-time opportunities with the firm.

In addition to the core responsibilities, we are looking for candidates who are comfortable using AI tools to enhance their work processes. The ideal candidate will be able to leverage AI for data analysis, research, and process optimization, and suggest new AI tools that can streamline workflows and improve the quality of deliverables.

Responsibilities:

- Conduct market and industry research to uncover key insights, trends, and industry players.
- Perform competitive and gap analysis to identify key players, success factors, opportunities, and market potential.
- Organize and conduct market research activities such as stakeholder focus groups, interviews, and surveys.
- Develop data analysis and recommendations, presenting findings through various formats (e.g., visual story-telling, data dashboards, and detailed reports).
- Provide organizational and administrative support, including the development of reports, PowerPoint presentations, infographics, and other communications.
- Participate in project meetings as needed.
- Support research and marketing efforts.
- Perform other duties as assigned.

Responsibilities Breakdown:

- 60% research and client deliverable preparation
- 20% direct client relations
- 15% marketing/education and training services
- 5% other

Qualifications:

- An undergraduate degree in business, research/data analytics, international business, international relations, marketing, or related fields from an accredited U.S. institution or equivalent from a non-U.S. institution.
- At least 3 years of experience conducting primary and secondary research.
- Strong interest in international business and management consulting.
- Excellent written and verbal communication, and interpersonal skills.
- Experience and high comfort level with public speaking, moderating discussions, or presenting.
- Highly organized, with attention to detail and strong grammatical, proofreading, and editing skills.
- Technical proficiency with Microsoft Suite and Google Suite required, particularly Excel/Google Sheets and PowerPoint; experience with Typeform, SurveyMonkey, or other survey platforms.
- Comfort with using AI tools for research, data analysis, and process optimization. Ability to identify and suggest AI tools to streamline workflows.
- Ability to work independently in a fast-paced environment with minimal supervision.
- Consulting experience is desired but not required.
- Experience living and/or working abroad and second language skills are a plus.

How to apply

Please submit a cover letter, resume, and at least two references to Jeffrey Smith, COO at jsmith@factumglobal.com. Please include "International Consulting Associate" in the email subject line.

Deadline

Ongoing

Benefits

- The position offers a competitive hourly rate for 20 hours per week.
- Project-based, flat-fee compensation may also be offered for projects with defined scopes and deliverables.
- The firm offers a flexible work arrangement, allowing for remote work and the possibility of working outside regular business hours. Most work will be performed during normal business hours (United States - Eastern Time) but there may be cases where other arrangements may be necessary to meet the needs of our international clients.

Job Type: Part-time, Remote

Experience:

At least 3 years of research experience. A degree in business, research/data analytics, international business, international relations, marketing, or related field is required. Consulting experience is a plus.

About Factum Global:

Factum Global is an international consulting firm dedicated to guiding organizations through the complexities of international expansion and strategic transformation. We specialize in delivering bespoke solutions that empower businesses to scale beyond borders, ensuring long-term success through holistic strategies that go beyond market entry. Our services include international readiness assessments, market analyses, strategic planning, operational optimization, cultural integration, and digital transformation. We

help clients implement responsible and sustainable business practices, contributing to their global impact. With expertise spanning the globe, with an emphasis on The Americas, Asia-Pacific, and the Middle East, our seasoned professionals provide critical insights into market entry, change leadership, regulatory compliance, and risk management. With over 100 years of combined experience across diverse industries, we are committed to breaking down barriers and creating a more interconnected and prosperous world. Visit us at FactumGlobal.com.