

FULL-TIME POSITION

Director of Strategy, NYC Tech Talent Pipeline Workforce Development Corporation

Agency Description:

The New York City Department of Small Business Services (SBS) is a vibrant, client-centered agency whose mission is to serve New York's small businesses, jobseekers and commercial districts. SBS makes it easier for businesses in New York City to form, do business, and grow by providing direct assistance to business owners, fostering neighborhood development in commercial districts, and linking employers to a skilled and qualified workforce.

About the WDC:

The Workforce Development Corporation is a 501(c)(3) nonprofit corporation that works closely with the New York City Department of Small Business Services to contribute to the economic vitality of the City by promoting workforce development and job creation through public and private partnerships.

About the NYC Tech Talent Pipeline

The NYC Tech Talent Pipeline (TTP) is the City of New York's tech Industry Partnership, launched in 2014 by Mayor Bill de Blasio to support the growth of the NYC tech ecosystem by delivering quality jobs for New Yorkers and quality talent for the city's businesses.

Driven by a network of 150+ tech employers, TTP works with public and private employers to define industry needs, develop education and training solutions to meet those needs, and catalyze systemic change needed to deliver talent and job opportunities across the five boroughs. In just two years, these efforts have successfully resulted in:

- A first-of-its-kind NYC tech skills gap analysis delivered in partnership with LinkedIn
- [150+ employer partners](#) dedicating 500+ hours to informing curricula, reviewing candidates, delivering instruction, and hiring for full-time positions and internships
- [9 new and expanded industry-informed training programs](#) focused on in-demand fields (e.g. mobile engineering, web development, data analysis, and more)
- Commitments from [15 NYC colleges](#) (Columbia University to CUNY) to further develop pathways to tech careers by aligning computer science education with industry needs
- White House recognition of NYC as a pilot city in President Obama's [TechHire Initiative](#)

Continuing this momentum, the NYC Tech Talent Pipeline will work with employers, education and training providers, community organizations, public officials, and community organizations to support the development of an NYC tech ecosystem that features: 1) training and education providers that can deliver people into jobs, 2) funds to support this work, 3) employers equipped to hire, 4) New Yorkers who want to pursue these opportunities, and 5) infrastructure to support this work in perpetuity.

The NYC Tech Talent Pipeline is an initiative of the Workforce Development Corporation, a 501(c)(3) nonprofit corporation that works closely with the New York City Department of Small Business Services to contribute to the economic vitality of the City by promoting workforce development and job creation through public and private partnerships.

Job Description

The NYC Tech Talent Pipeline seeks a Director of Strategy to develop and implement:

- 1) Partnerships – with a strong focus on industry engagement;
- 2) Policies – including regulatory and funding innovations; and
- 3) Strategic initiatives designed to align the city's tech education, training, funding, and policy infrastructure with tech industry needs.

The Director of Strategy reports to the Executive Director and plays an integral role in helping to shape efforts and deliver quality results in a fast-paced, metrics-driven environment. The ideal candidate is a nimble, systems-level thinker with proven experience in building constituencies (particularly among industry partners), policies, and effective communications, and a demonstrated passion for the Tech Talent Pipeline's mission.

Job Responsibilities

- **Refine and execute employer engagement efforts**, including by building relationships with new industry partners and mobilizing TTP's existing network of 150+ companies in support of immediate programmatic and long term strategic objectives
- **Implement a strategy for informing, incentivizing, and supporting tech education and training providers**
- **Craft policy, regulatory, and operational initiatives** to unlock funds, remove barriers for individuals looking to pursue industry-aligned training, education, and employment in tech fields and high-quality training/education providers that wish to serve them
- **Guide continuous strategy iteration** across the initiative's 5 core pillars
- **Identify, assess, and address strategic opportunities** proactively and as needed
- **Support marketing and communications efforts** designed to mobilize key audiences
- **Manage day-to-day implementation** of Tech Talent Pipeline strategic initiatives, including policy campaigns, strategic events, and cross-partner collaborations

Preferred Skills:

- 5 - 10 years of experience, with at least two years in a senior, external-facing role
- Demonstrable experience engaging stakeholders and building industry-driven or multi-sectoral collaborations
- Previous project management experience; proven ability to execute complex projects or policies with multiple stakeholders to deliver fast, quality results
- Experience in planning, implementing, and managing initiatives or programs from inception to completion
- Knowledge of technology industry and understanding of the educational and training provider landscape strongly preferred
- Exceptional communication and writing skills
- Outstanding analytical, problem solving, and creative thinking abilities; enterprising and resourceful, self-starter and team player
- Ability to thrive in a high-performance environment; proven ability to work well under pressure and adapt quickly to change
- Integrity, credibility, and a commitment to the NYC Tech Talent Pipeline mission
- Proficiency with Microsoft Office applications, including Excel, Access, Word and PowerPoint; Adobe InDesign a plus

How to Apply:

To apply for this position, please email your resume and cover letter with the subject line: "Director of Strategy, NYC Tech Talent Pipeline" to: Lauren Andersen, Executive Director, Landersen@sbs.nyc.gov

SALARY RANGE: \$70,000-85,000

Note: Only those candidates under consideration will be contacted.

If you do not have access to email, mail your cover letter & resume to: NYC Department of Small Business Services Human Resources Unit, 110 William Street, 7th Floor, New York, New York 10038



The Department of Small Business Services and the City of New York is an equal opportunity employer. Auxiliary aids and services are available upon request to individuals with disabilities.