

FULL-TIME POSITION:

DIRECTOR, PARTNERSHIPS & STRATEGIC INITIATIVES

WORKFORCE DEVELOPMENT CORPORATION

Agency Description:

The Department of Small Business Services (SBS) helps unlock economic potential and create economic security for all New Yorkers by connecting New Yorkers to good jobs, creating stronger businesses, and building a fairer economy in neighborhoods across the five boroughs.

About the WDC:

The WDC is an independent 501(c)(3) not-for-profit created by the City of New York (the “City”) specifically for assisting the City in developing and funding workforce and economic development initiatives. In furtherance of this purpose, the WDC and SBS work in a partnership consisting of, among other things, jointly developing, funding, and managing workforce and training initiatives, and resource sharing.

About the NYC Tech Talent Pipeline

The NYC Tech Talent Pipeline (TTP) is an Industry Partnership, launched in 2014 by Mayor Bill de Blasio to support the inclusive growth of the city’s tech sector. TTP helps prepare New Yorkers for 21st century jobs. TTP works with 385+ companies, 17 local colleges, and additional partners to define employer needs, develop training and education models to meet these needs, and scale solutions - delivering quality talent for the city’s businesses and quality jobs for New Yorkers.

Description:

The NYC Tech Talent Pipeline seeks a Director of Partnerships & Strategic Initiatives to develop and implement partnerships, policies, and strategic initiatives designed to align the city’s tech education, training, funding, and policy infrastructure with tech industry needs.

The Director of Partnerships & Strategic Initiatives reports to the Executive Director and plays an integral role in helping to shape efforts, manage day-to-day implementation, and deliver quality results in a fast-paced, metrics-driven environment. The scope of work will encompass TTP’s core pillars, including the successful engagement of industry stakeholders and mobilization of New Yorkers.

Responsibilities:

- Refine and execute TTP’s strategy for industry engagement, including by building relationships with new industry partners and mobilizing TTP’s existing network of 400+ companies in support of immediate programmatic and long-term strategic objectives
- Implement and support employer strategies and initiatives to build a diverse workforce through employer recognition, talent sourcing and circulation of best practices to source, screen, onboard and retain local talent with nontraditional tech backgrounds
- Develop, implement, and manage initiatives that attract, connect and engage local talent including the TTP Alumni Network, TTP marketing campaign and ambassador efforts
- Craft policy, regulatory, and operational initiatives to unlock funds and 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
- Support the development of processes, metrics and communication efforts for business recruitment and connection to local tech talent
- Guide continuous strategy iteration across the initiative’s core pillars
- Manage day-to-day implementation of Tech Talent Pipeline initiatives, including events, programs, and efforts to guide systems change

Preferred Skills:

- Proven experience in building constituencies, policies, and effective communications, and a demonstrated passion for the Tech Talent Pipeline's mission. Additionally, the candidate has
- 5 - 10 years of experience, with at least two years in a senior, external-facing role
- Experience developing and delivering a comprehensive set of recommendations rooted in a clearly defined strategic priority
- Experience building and maintaining strategic relationships with stakeholders or potential partners across all levels of an organization. Serving as a liaison between stakeholders and project teams
- Demonstrated 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
- Excellent organization skills and attention to detail; exceptional communication and writing skills
- Outstanding analytical, problem solving, and creative thinking abilities
- Knowledge of technology industry and educational and training provider landscape strongly preferred
- Experience applying technology to the design and development of products and services is a plus; demonstrated by experience developing digital applications, leading cross-function teams in research and design of digital products, or driving the success of a product by leading the product vision

How to Apply:

To apply for this position, please email your resume and cover letter with the subject line: Director of Partnerships, NYC Tech Talent Pipeline to: Tashima Frost, Executive Director, tfrost@sbs.nyc.gov and WDCFiscal@sbs.nyc.gov

Salary Range: \$85,000-95,000 (Commensurate with experience)

Note: Only those candidates under consideration will be contacted.

If you do not have access to email, mail your resume to:

NYC Department of Small Business Services

Human Resources Unit

1 Liberty Plaza

New York, New York 10006