

Director of Business Partnerships Position Description

Who are we?

CareerWise creates life-changing opportunities for the youngest generation of America's workforce by building an industry-led, student-centered modern youth apprenticeship system. Modern youth apprenticeship melds classroom and on-the-job learning into flexible, alternative pathways to economic mobility. Today, there are hundreds of CareerWise apprentices in the workplace, charting new paths to academic and career success. In addition, workforce and education leaders from across the country have visited CareerWise to learn about our youth apprenticeship model. As a result, CareerWise programs have launched in multiple states, leveraging CareerWise's technology, infrastructure and institutional knowledge.

About the role and team:

- The Director of Business Partnerships accelerates the growth of the youth apprenticeship movement through the development of new employer partnerships. The Director is responsible for designing and executing successful expansion campaigns, engaging and developing potential partnerships, and ultimately securing apprenticeship opportunities for students across the state. This highly visible role leads a dynamic team and serves in both a strategic and tactical capacity to ensure the successful growth of the CareerWise program in Colorado.
- The role will report directly to the Chief Program Officer on the Colorado team..
- The role is based in Denver. For now, staff may work remotely or in the office. Starting in 2022, our team may be required to be onsite a maximum of two days per week, but staff will receive at least 60 days notice of any requirements.

Key responsibilities are likely to include (but may not be limited to):

- Own the Business Partnership team's multi-pronged sales strategy.
- Develop and drive tight execution and operational excellence within the team across all stages of the sales process.
- Manage and report partnership development data and outcomes, maximizing utilization of the CRM and transforming data into valuable insights to inform decision-making and continuous improvement efforts.
- Cultivate an effective and empowered team through modeling and mentorship, by driving best practices, fostering collaboration and supporting team members.
- Demonstrate a deep understanding of workforce challenges and talent strategy opportunities facing prospective business partners and the strength of youth apprenticeship as a strategic solution.
- Engage partners in conversations about diversity, equity and inclusion in the workplace, convening aligned partners to address societal inequities through the CareerWise Equity First initiative.
- Manage engagement, relationships and negotiations with high stakes partners, and in finalizing partnership terms and agreements.
- Provide internal communication to educate, inform and influence organizational leadership about market insights, trends and learnings.
- Ensure team-wide proficiency in utilizing Salesforce to facilitate efficiency, transparency and data integrity.
- Serve as an advisor and strategic partner for program implementation partners across the state.

- **Other duties:** Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

What will you bring to this role?

- Minimum of 5 years' of related experience is required.
- Dynamic, confident communicator
- Proven ability to grow markets
- Internally motivated and results focused
- “Roll up your sleeves” approach
- Effective change agent, builds stakeholder support and deploys effective management processes in a continuously changing environment
- Strong relationship building and management skills
- Data driven with ability to manage a sales pipeline
- Demonstrated appetite to engage with DEI (Diversity, Equity, and Inclusion) - type work and or conversations
- Demonstrated passion for the CareerWise mission and ability to deeply understand the complexities of the youth apprenticeship system that CareerWise is building

Bonus points if you have ...

- Experience with Microsoft and Google Workspace tools and systems
- Experience using and optimizing Salesforce or other CRM tool
- Experience in an early or late stage startup during growth periods, or nonprofit experience
- Experience with direct supervision of a team a plus
- Formal training in diversity, equity, inclusion in the workplace

Compensation & Benefits: Salary range for the role is \$85 - 110K. Title and salary will be commensurate with skill level and applicable experience. We offer a generous benefits package including group medical, dental, and vision plans, short-term disability, 100% vested 401k Plan with a 3% employer contribution, and Flexible Time Off to name a few!

Sound interesting?

Send resume, cover letter, salary requirements, and LinkedIn profile to:

Hillary Johnson at hillary.johnson@careerwisecolorado.org. We look forward to hearing from you!

Subject line: Director of Business Partnerships Application - (First name, Last name)

We are an equal opportunity employer that values diversity at all levels. All individuals, regardless of personal characteristics, are encouraged to apply. If you need assistance or an accommodation due to a disability, you may contact us at careers@careerwisecolorado.org. CareerWise is an Equal Opportunity Employer.