Director of Strategy & Implementation

- Remote consultancy through December 2020
- 20 hours/week, flexible
- Some domestic travel required
- Immediate opening. Candidate must be available to begin no later than April 1, 2020.
- Possibility of renewal, subject to funding

Reports to the TPSE Math Board of Governors and has overall strategic and operational responsibilities for program development and execution. Administrative support will be provided.

Responsibilities:

Leadership and Strategy
- Develop multi-year and annual plans, for Board approval, that advance TPSE’s goals and priorities
- Work with the Board of Governors to cultivate, expand, and drive innovative strategies to execute TPSE’s mission
- Build the capacity of Mathematics Advisory Group (MAG) to serve as highly effective resource for advancing the TPSE agenda
- Oversee management of the budget, operations, communication strategy, and individual TPSE programs
- Ensure overall organizational excellence through periodic program evaluation

Communications and Fundraising
- Build and maintain strong and collaborative relationships with stakeholders in the postsecondary math community
- With guidance from the Board, undertake fundraising efforts including cultivating relationships with current and prospective donors and drafting grant proposals
- Develop and execute a communication strategy to inform the community and public about TPSE’s efforts and successes in advancing its agenda

Qualifications:
- Former or current post-secondary mathematics faculty member with recognized accomplishments in both education and research
- Proven team-building skills, and strong ability to work collaboratively with a diverse set of stakeholders
- Excellent management and organizational skills and oral/written communication skills
- Creative problem-solving and effective group facilitation abilities
- Action-oriented, mission-driven, innovative, and positive approach to leadership
- Passion for higher education reform and ability to energize and motivate partners and team members
- Experience with public, constituent, and donor relations
- Strong fiscal management skills
- Experience in program/project development and management
- Experience in grant writing and grant management
- Senior management experience

To apply:
- Email CV with brief statement of interest to tpsemath@ias.edu by February 18, 2020.