



Senior Director,
Education Business Coalitions
Job Description

About UNITE-LA

Over the past 25 years, UNITE-LA has established itself as a trusted cross-sector intermediary, dedicated to supporting the development of effective public education and workforce development systems locally, regionally, statewide and nationally, so that all children and youth succeed in college, career and beyond. Utilizing a networked approach, we work across systems, sectors, institutions, and divides to bring together business, education, government, community-based organizations, philanthropy to co-design impactful solutions to the most pressing education and workforce issues, with a special focus on resilient youth populations.

Through the intersection of programming, policy, and systems change efforts, UNITE-LA works to increase access to high- quality early childhood education, develop career pathways in high-growth industries, improve college access and success, and ensure workforce readiness, especially for individuals with high barriers into the workforce.

Position

Reporting to UNITE-LA's Vice President of Strategic Partnerships, the Senior Director of Education Business Coalitions is passionate about meaningfully engaging the business community in issues related to education and talent development along the cradle to career spectrum, including justice reform, immigration, diversity, equity and inclusion.

This is a full-time, exempt (salary) position with full benefits, including paid sick leave, vacation, 401(k) participation, health, vision and dental.

Job Description

- Develop and innovate programming/initiatives to support business engagement in education and workforce development efforts in communities across the country through UNITE-LA's formal partnership with the Association of Chamber of Commerce Executives (ACCE).
- Identify and cultivate strategic partnerships that will advance business efforts to improve education and workforce outcomes.
- Help grow funding to develop new and support existing programs through funder cultivation, proposal development, reporting outcomes and other stewardship activities.
- Promote and elevate the work to external audiences, including chambers, businesses, and philanthropy.
- Lead and manage the execution of programming/initiatives through diverse activities, including but not limited to convening roundtables, hosting events, providing technical assistance, developing professional development activities and peer-to-peer learning opportunities, curating content for business-friendly communications, elevating promising and best practices for education and development issues amongst business organizations, etc.
- Enhance business organization engagement in educational and talent development issues by building relationships with chambers, elevating peer learning communities, connecting

- Work collaboratively among and between UNITE-LA staff and its constellation of business and association partners.
- Identify, track and analyze education and talent development trends relevant to the business community, producing concise, accurate synopses and resources.
- Engage in all-hands-on-deck UNITE-LA and ACCE special projects and events.
- Engage in other duties as assigned.

Requirements

- Years of experience:
 - Minimum of ten years of relevant work experience
 - Bachelor's degree
 - An additional four years of relevant work experience can be substituted for the educational requirement
- Type of experience:
 - Experience working with a chamber of commerce or other business organization is required
 - Experience successfully developing, implementing, growing and managing projects and/or programs is required
 - Experience serving as an intermediary between the business community, institutions of education and other community stakeholders on education and talent development issues is required
 - Experience with CRM systems and website content management is desirable
- Other skills and abilities:
 - Demonstrated ability to build relationships and collaborate with a broad array of stakeholders (e.g., business community executives, education leaders, foundation program officers)
 - Demonstrated ability to develop partnerships to launch, grow and/or execute programming or projects
 - Excellent strategic thinking and ability to develop creative ideas and innovative solutions
 - Demonstrated ability to execute multiple projects on deadline
 - Highly motivated and organized
 - Ability to work well independently and as a part of a team
 - Excellent written and verbal communications skills

Salary Range: Commensurate based on experience.

UNITE-LA is proud to be an Equal Opportunity Employer committed to developing and sustaining a diverse workforce, because we believe that it makes our organization stronger. All qualified applicants will receive consideration for employment without regards to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, disability, or age. We will consider for employment all qualified applicants, including those with criminal histories, in a manner consistent with applicable state and local laws, including the City of Los Angeles' Fair Chance Initiative for Hiring Ordinance.

To apply, please submit your resume and cover letter to coalitions@unitela.com. Please include Senior Director, Education Business Coalitions in the subject line of the email.