



Opportunity Scholars

Employer Development Senior Manager

Mission:

Opportunity Scholars (OS) is a non-profit organization whose mission is to assist high school students to pursue career and technical education, college or university education. We guide, connect, finance and engage students to achieve their dreams of career success. Opportunity Scholars does this by connecting families, schools and businesses to create a low-cost career pathway to high paying jobs for low- and middle-income students. We create economic mobility for students and build a pipeline of professional and technical workers to grow local businesses.

Primary Duties:

1. Lead Employer Development section of the business including implementing the employer piece of the strategic plan.
2. Manage business lead development including creating plans for and tracking prospects, helping team to qualify leads, network, present to potential customers, negotiate and close deals. Maintain ongoing account relationships, holding self and team accountable for achieving sales and relationships targets.
3. Hold team accountable and help to create, maintain and leverage relationships with employers, employment services and organizations who provide job training, hands-on employer-based apprenticeships, earn and learn opportunities, income streams to support coaching, and work readiness support services to students and young adults. Maintain relationships with employers in each of the Opportunity Scholars career pathway categories.
4. Work with team to initiate, develop and facilitate employer career information visits for students and career learning opportunities
5. Hold team accountable for developing, maintaining and leveraging employer relationships
 - a. Businesses who want to hire our students / graduates
 - b. Apprenticeship program providers (both public and private) including:
 - i. Businesses who provide earn and learn programs
 - ii. Businesses who will utilize Opportunity Scholars as a Recruiting tool
 - iii. Intermediary organizations such as Associated building and Construction Contractors, Inc
 - iv. Employment agencies such as the Workforce Career Centers
 - v. Business organizations such as the VA Manufacturers Association
 - vi. Individual companies offering apprenticeship programs
6. Work with team to develop strategies to provide support and guidance to students in the OS program seeking employment in the job market related to their chosen career pathway
7. Work with Manager of Programming to create a seamless strategy for designing career pathways that incorporate both HS and Community college education and employment base learning to create efficient career pathways and certifications
8. Create strategy for and execute communication with area employers to solicit nominations for OS students to pursue career training for their employees' children and friends.
9. Create strategy around creating pathways to recruit OS students from businesses where applicable
10. Develop a strategy around maintaining relationships with relevant CTE teachers and work based learning coordinators in high schools
11. Determine the software for and develop a strategy around maintaining a database for agencies,

businesses and programs that provide financial support for low-income students wishing to obtain funding for training

12. As the leader, develop strategies to represent OS at local and regional employment/workforce development groups seeking to foster workforce development
13. Other duties as assigned

Education and work experiences desired:

Experience in sales or sales related activities is required. Strong track record of meeting sales expectations is desired. Experience in a technical or trades profession is preferred. Some coursework at a community college, apprenticeship, or basic business software tools is desired. Microsoft Office proficiency is required. A combination of sales ability and detail orientation is required.

Personal attributes desired:

Must enjoy working with businesses, students, families, teachers and community organizations. The ideal candidate must have a passion for helping young people access the education gateway to a successful quality of life and a desire to serve others in society.

- Strong organization and polished, positive and professional communication skills are required
- Must have business acumen and be able to overcome objections
- Strong relationship building, communication and strategic thinking skills required
- Ability to work independently and with a team and manage one's own time
- Ability to meet or exceed business partnership goals
- An outgoing, confident, positive is required
- Some work outside of office hours is required

Compensation:

Full time salary range is \$50,000 – \$55,000. In lieu of a benefits package, a stipend will be paid bi-weekly to offset travel and expenses.

Location of Work:

The large majority of work will take place in the Shenandoah Valley (City of Winchester, Frederick County, Clarke County) and Northern Virginia. Employees are expected to maintain high speed internet connection, cell phone and reliable transportation at their own expense. Some evening and weekend work is vital to the success of this role.

How to Apply:

Submit a resume to Kari@OpportunityScholars.org

December 2023