

## Strategic Partnerships Manager (remote)

As a Strategic Partnerships Manager for *Excelencia in Education*, you will manage relationships and programs that advance institutions' journeys to more intentionally serve Latino, and all, students. Your work will be instrumental in forging partnerships with those committed and ready to transform their institutions and close equity gaps in degree completion.

Reporting to the Chief of Staff, your initial focus will be managing all aspects of our involvement in the Intermediaries for Scale initiative, a multi-year project funded by the Bill & Melinda Gates Foundation. This role requires significant internal coordination across our Engagement, Institutional Capacity, and Research Teams to leverage the strengths of team members, execute tasks, meet deadlines, and foster effective collaboration. Externally, you will build and maintain relationships with key partners, including 16 participating institutions, 8 coaching institutions, and 2-6 technical assistance experts.

In collaboration with colleagues, you will also evaluate and evolve our partnership approach for Intermediaries for Scale, enhance the experience of participating institutions, and encourage active engagement throughout the program cycle. By gathering, documenting, and sharing insights from that approach, you will inform our broader partnership strategy in other program areas and contribute to *Excelencia's* continuous improvement as a learning organization.

For nearly 20 years, *Excelencia* in Education has been charting a course for innovative, collaborative, and actionable efforts to accelerate Latino student success in higher education throughout the US. Our focus on evidence-based practices and programs, proven to enhance educational outcomes and prepare Latino students for success in the workforce and civic leadership, enables us to deliver consistent results regardless of shifts in the social climate.

### Work Environment, Salary, and Benefits

- Candidates outside of the Washington, DC, area will work primarily from their home office with East Coast meeting hours. Domestic travel will be required 4-6 times per year for conferences, convenings, and staff retreats. Local candidates will collaborate with colleagues on Tuesdays and Wednesdays at our DC office.
- The budgeted salary range for this role is \$65K-\$85K annually, with a comprehensive benefits package including medical, vision, and dental insurance; paid annual leave, sick leave, and federal holidays; time off between Christmas and New Year's; a retirement plan with employer contribution, tuition reimbursement, and support for professional development. The salary offered will be commensurate with experience and location.
- You will join a high-performing team passionate about accelerating Latino student success in higher education by supporting transformational change at institutions to SERVE (not just enroll) Latino students. Your colleagues are eager to offer help, figure things out together, celebrate our wins, and reflect on our processes.

### Responsibilities

#### Project Management and Coordination

- Provide full-scale project management for the Intermediaries for Scale project, coordinating internal staff, external partners, and institutional teams to meet deadlines and deliverables to support institutions' journeys.
- Coordinate project evaluation efforts to evaluate partnership and project outcomes, working with external evaluation partners and internally as needed.

#### Partnership Development and Relationship Management

- Steward relationships with organizational partners, expand *Excelencia's* reach and represent our mission, strategy, and approach when working with partner organizations.
- Leverage internal staff expertise and coordinate with other *Excelencia* teams to advance partnership activities.
- Actively engage in networking and outreach activities to build a robust network of potential partners and stakeholders.

#### Internal Learning and Knowledge Sharing

- Facilitate internal learning to support the documentation of lessons learned and the synthesis of considerations for future organizational approaches.
- Support partnership strategy development with organizations aligned to our mission and committed to the transformation of higher education.

## Qualifications

- **Education and Program Management Expertise:** Bachelor's degree with 3-5 years of program management and evaluation experience, preferably in a nonprofit or higher education setting. Experience managing complex projects with a focus on cross-team collaborations.
- **Professional Communication and Technical Skills:** Professional communication and relational skills, capable of interacting with institutional stakeholders at all levels. Strong presentation, writing, and design skills with a record of maintaining high standards of excellence in all deliverables. Proficiency with technology, particularly Mac computers and Microsoft products. Familiarity with Asana is a plus.
- **Residency Requirement:** Employees must reside in one of the following states: Arizona, California, DC, Florida, Indiana, Maryland, New Mexico, Texas, or Virginia.

## About Us

Launched in 2004 in the nation's capital, *Excelencia* in Education accelerates Latino student success in higher education by promoting Latino student achievement, conducting analyses to inform education policies, advancing evidence-based practices, and collaborating with those committed and ready to close equity gaps in degree completion. We are building a powerful and wide-sweeping movement to accelerate Latino student success in higher education, which in turn addresses the U.S. economy's need for a highly educated workforce and civic leadership.

## To Apply

Please submit your application to Staffing Advisors through this link: [Strategic Partnership Manager](#).

Staffing Advisors is committed to reducing bias in every aspect of the hiring process. We have long recommended a competency-driven approach to hiring. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, veteran status, or any other basis protected by law.