

Director, Public-Private Partnerships

Overview:

The Director reports directly to Partners' Vice President for Education and Global Citizenship and is responsible for leading public and private sector collaboration for the *100,000 Strong in the Americas* Innovation Fund and the global Capacity Building Program for U.S. Undergraduate Study Abroad. In addition, the Director will support other public-private partnerships strategic to the organization.

Key functions of this position:

1. Grow and diversify Partners' higher education portfolio, especially with private, foundation, and non-US government partners.
2. Develop and strengthen Partners' ability to affiliate and work with universities, corporations, and non-US Government actors.
3. Champion the impact of Partners' programs to a diversity of audiences and increase the visibility of the brand in front of private, foundation and government partners.

Responsibilities:

- Develop fundraising and outreach strategies in close collaboration with program partners and stakeholders;
- Raise funds from corporations, foundations and government agencies. Develop successful concept papers and proposals and successfully cultivate donors to obtain grants and other commitments.
- Collaborate on a communications and marketing strategy to ensure a strong website and web presence, to highlight partnerships with key stakeholders, and to attract and cultivate new partners;
- Manage an advisory board, if established, to raise resources and awareness about programs;
- Serve as the point of contact for all private sector and foundation donors to ensure timely and customized communications, submission of reports by set deadlines, and any other needs identified by the team;
- Work in close coordination with the operations staff to align donor expectations with reality and set timelines for giving/increased engagement/event participation; and
- Occasional travel to events and other fundraising opportunities will be required.

Qualifications:

The Director must have demonstrated success in fundraising from corporations and foundations, ideally through the model of public-private partnerships. Experience in developing and implementing donor cultivation strategies is critical, as well as the ability to make sound decisions based on precedent and procedure. This is a highly visible position and the Director will be required to present Partners and programs before diverse audiences in English and in Spanish. This role requires managing teams and priorities efficiently and professionally. In addition, candidates should have the demonstrated ability to both work independently and as a team player; have excellent organizational skills and be detail oriented; be able to manage time, set priorities, and meet deadlines; be enthusiastic and energetic; and be willing and flexible to undertake multiple tasks.

Skills/Experience:

- Bachelor's degree required. Master's degree preferred.
- A minimum of six years professional experience in fundraising with a proven track record of success securing funds and managing a diversity of donors.
- Experience managing U.S. government-funded programs is a plus.



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- Strong cross-cultural/ interpersonal skills and knowledge of Latin America. Ability to interact with stakeholders with cultural sensitivity, fostering a supportive environment in person and in all forms of correspondence.
- Excellent writing skills.
- Experience working with stakeholders in higher education, international exchange, and workforce development is a plus.
- Fluency in Spanish required; excellent oral and written skills in English and Spanish; Portuguese and/or French not required but a plus.
- Strong computer skills including MS Word and Excel.
- Ability to stick to timelines and meet deadlines consistently.

Interested candidates must submit a resume and cover letter via our online application at <http://www.partners.net/jobs>. Position is open until filled. Partners is an Equal Opportunity Employer. Only finalists will be contacted.