

Job Title	Tech Partnerships Manager
PVN ID	LA-1602-001022
Category	Managerial and Professional
Location	LAGUARDIA C. C.
Department	
Status	Full Time
Annual Salary	\$5,000.00 - \$60,000.00
Hour(s) a Week	35
Closing Date	Sep 30, 2016 (Or Until Filled)

General Description

LaGuardia Community College seeks to implement a multi-year, multidisciplinary tech strategy that builds on its current role as one of New York City's largest providers of quality, affordable tech education. Successful implementation of LaGuardia's strategy will require coordination across existing academic departments and organizational divisions within the college in order to develop a sustained and tailored outreach to multiple external partners, including employers, government officials, non-profit organizations and others.

LaGuardia Community College seeks a dynamic *Tech Partnerships Manager* who understands and appreciates the growing technology ecosystem and is versed and interested in building public and private partnerships, working with university students, staff, and faculty to deepen our engagement with the tech community.

The ideal candidate will be passionate about advancing student success in a two-year college setting, and in the workforce, by supporting the development of inventive and robust pathway and pipeline programs for academic and career success, particularly in technology related fields.

The *Tech Partnerships Manager*, reporting to the Director of Technology and Innovation, will focus primarily on LaGuardia's initiative to create pathways into careers in technology. A central part of this job will be to facilitate the development of long-term partnerships with tech employers to help inform the College's approach to technology-related education and to create opportunities for students. Specifically, this initiative has four overarching goals:

1. Increasing the number of associate degree graduates entering bachelor's level computer science and information technology degree programs;
2. Increasing the numbers of LaGuardia graduates entering full-time tech industry jobs in New York City.
3. Increasing students' access to work-based learning opportunities, such as internships; and
4. Supporting faculty in the development of industry-aligned, employer-informed curricula that incorporate enhancements such as the integration of applied technical problem-solving, project-based learning, and up-to-date technologies;

The Tech Partnerships Manager will be responsible for working towards accomplishing all of these goals, along with the Director of Technology and Innovation.

Other Duties

Working in collaboration with administrators, faculty and staff, the Tech Partnerships Manager will also:

- Help convene industry roundtables and support employer partnerships to inform faculty during program development and improvement efforts
- Prepare students for exposure and engagement experiences with tech employers
- Prepare and present analyses, reports, and marketing materials to a wide variety of both internal and external audiences
- Collaborate with faculty and staff to develop grant proposals and support other development activities, under the direction of key Academic Affairs staff
- Manage grant budgets and reporting requirements
- Develop and disseminate information about external partners across departments within the college
- Coordinate grant-funded and other projects across other college constituencies, including [Academic Affairs](#), [Faculty Professional Development](#), [Student Affairs](#), [Adult and Continuing Education](#), NYDesigns, Experiential Learning, and [Career Services](#)
- Identify and initiate possible strategic partnerships for projects and plans
- Attend off-campus events, including technology meetups, conferences and hackathons.
- Maintain program website and marketing materials
- Other responsibilities as assigned

Qualifications

- Bachelor's degree required
- At least two years' experience in working in technology, academia, or a growth-oriented company
- Outstanding written and oral communication skills
- Demonstrated ability to work on multiple projects simultaneously
- Excellent time management skills and project management abilities
- Evidence-based approach to planning and decision-making
- A detail orientation and flexibility of thought
- Experience working in a complex organization
- A passion to learn about education policy and workforce development
- Experience working on a team
- Self-motivation, initiative, and demonstrated leadership skills
- Ability to work with diverse groups including businesses, entrepreneurs, students, faculty and staff at a college, and economic development organizations.

THIS IS A 3 YEAR GRANT-FUNDED POSITION