
Job Title	Industry Partnerships Manager
PVN ID	PS-2508-006962
Category	Research
Location	CUNY SCHOOL OF PROFESSIONAL STUDIES
Department	Innovative Learning Solutions (ILS)
Status	Part Time
Hourly Rate	\$48.00-\$58.00
Hour(s) a Week	15.00-20.00
Closing Date	Oct 11, 2025 (Or Until Filled)

General Description

As a leading online school in New York since 2006, the CUNY School of Professional Studies (CUNY SPS) offers the most online bachelor's and master's degree options at the City University of New York, and serves as the University's first undergraduate all-transfer college. With 26 degrees and numerous other non-degree and grant-funded workplace learning programs, CUNY SPS meets the needs of adults who wish to finish a bachelor's degree, progress from an associate's degree, earn a master's degree or certificate in a specialized field, and advance in the workplace or change careers. Consistently ranked highly by U.S. News & World Report for its online offerings, CUNY SPS has emerged as a nationwide leader in online education. The School's renowned and affordable online programs ensure that busy working adults may fulfill their educational goals on their own time and schedule. As CUNY SPS moves beyond its 20th year, we dedicate ourselves to engendering an innovative and transformative student-centered experience.

Within and created at the same time as CUNY SPS, the Office of Innovative Learning Solutions (ILS) designs custom workplace learning programs to help organizations achieve their goals. We are experts in research-based learning practices, online as well as in-classroom curriculum development and implementation. We are uniquely positioned to respond to organizational learning needs and support change management initiatives swiftly and effectively.

Description:

CUNY SPS seeks a part-time Industry Partnerships Manager to develop strategic collaborations with employers, industry associations, and workforce development stakeholders.

Reporting to the Dean, this position plays a key role in supporting the School's mission to deliver career-relevant education by building and managing partnerships that promote and align with academic programs, workforce initiatives, and the evolving labor market.

The ideal candidate will play a direct role in business development and increase enrollments for both credit and non-credit programs by cultivating strategic relationships with employers and organizations that result in degree student pipelines, workforce training contracts, and credentialing partnerships.

Other Duties

- Identify, initiate, and cultivate strategic relationships with employers and industry partners across sectors to promote and recruit employees for relevant CUNY SPS programs
- Develop and implement strategies with partners to create enrollment pipelines, such as tuition assistance, cohort models, and custom training
- Identify and pursue new business opportunities for academic and workforce programs
- Lead outreach to position CUNY SPS as a partner of choice for professional development and upskilling
- Draft proposals, MOUs, and engagement plans for prospective and current partners
- Track and report on partnership activity, enrollment impact, and related revenue
- Serve as a liaison between academic departments and industry stakeholders to inform curriculum development, experiential learning opportunities, and career pathways
- Support the integration of industry partnerships and assist in the development of credit-bearing programs, continuing education, and microcredential offerings
- Represent the School at industry events, roundtables, and forums
- Other duties as assigned

Qualifications

Required

- Bachelor's degree and a minimum of 5 years of relevant experience in private industry, industry partnerships, workforce development, and employer engagement
- Proven success in building and sustaining cross-sector collaborations through conversations with key leaders and decision makers in private industry and public sector organizations
- Familiarity with online and adult education models
- Experience at or with senior leadership level officials in corporate and municipal government agency hierarchies
- Excellent communication, relationship management, and organizational skills
- Significant sales skills
- Demonstrated ability to work independently and manage multiple projects

Preferred

- Master's degree in business administration, or a related field
- Experience working in or with New York City-based industries, private employers, or workforce intermediaries
- Understanding of organizational workforce needs, labor market trends, career pathways, and sector-based strategies

The Research Foundation of the City of New York & Diversity

Diversity is a core value at the Office of Innovative Learning Solutions (ILS) at the CUNY School of Professional Studies (CUNY SPS). We are passionate about building and sustaining an inclusive and

equitable working and learning environment for all students, staff, and faculty and believe every member on our team enriches our diversity by exposing us to a broad range of ways to understand and engage with the world, identify challenges, and to discover, design and deliver solutions.