



Job Title	Sector Innovation Specialist - Business Operations & Marketi
PVN ID	VA-1712-002233
Category	Managerial and Professional
Location	OFFICE OF SR. UNIV DEAN FOR ACADEMIC AFFAIRS
Department	Continuing Education and Workforce Progr
Status	Full Time
Annual Salary	\$90,000.00 - \$110,000.00
Hour(s) a Week	35
Closing Date	Mar 20, 2018 (Or Until Filled)

General Description

As part of the Career Success portfolio overseen by the University Dean of Continuing Education and Workforce Programs, CUNY is seeking to hire up to four Sector Innovation Specialists in specific economic industries that are important to the NYC economy. The four industries of focus are:

- Technology and Life Sciences
- Healthcare
- Finance and Insurance
- Business Operations and Marketing

Sector Innovation Specialists in play a pivotal role in the private sector employer engagement strategy for CUNY's university-wide Career Success initiatives. Specialists will work directly with employers in key industries to create true partnership between CUNY colleges and Greater NYC's vibrant business community. Through these connections, employers will have access to a variety of career development engagement activities including guest lecturing, networking events, curriculum support and feedback, and the development of hiring plans for internships and full time positions. Specialists will report to the Director of Sector Innovation.

Other Duties

- Act as the industry expert and a knowledgeable resource for college staff, employer partners, and Central Office colleagues
- Develop relationships with key employers in the respective area of focus
- Work closely with college partners and Unit staff to program events for students, college staff, and faculty
- Work with faculty to develop curriculum as appropriate
- Work with career services staff to ensure student preparation aligns with employer needs
- Maintain detailed records of engagement activities and track outcomes

Qualifications

- Bachelor's Degree and/or at least ten years of experience in workforce development, private sector experience relevant to the area of focus (Business Operations and Marketing) and/or higher education or a related nonprofit field;
- Excellent communication and facilitation skills, experience with employer engagement, fundraising, data management, and project management
- Knowledge of education policy issues, especially those related to college & career readiness and a deep understanding of access and equity issues;
- Ability to think strategically, problem-solve, and develop programs and plans to achieve organizational goals;
- Ability to work independently and collaboratively in a fast-paced, demanding, and complex work environment;
- Ability to travel to multiple sites throughout NYC.